

NEPENTHE ASSOCIATION

Open Session Nepenthe Board of Directors

February 7, 2024 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, CA

BOARD OF DIRECTORS MEETING - OPEN SESSION AGENDA

The following items may be addressed in Executive Session in accordance with California Civil Code 4935(a):

- *Litigation*
- *Matters relating to formation of contract with third parties*
- *Member Discipline*
- *Personnel matters*

I. CALL TO ORDER

MEETING PLACE:

1131 Commons Drive, Sacramento, CA 95825

OR

Join Zoom Meeting

<https://us02web.zoom.us/j/88272111861?pwd=bDJDaIMycUswQ0ZPSU81Y05jeVF6dz09>

Meeting ID: 882 7211 1861

Passcode: 620373

OR Dial in

+1 669 900 6833

WELCOME

Thank you for attending. This is a business meeting, open to members of the Nepenthe Association and guests of the Board. The Nepenthe Board of Directors is a policy Board, and the role of the General Manager is to oversee the day-to-day operations. The primary purpose of the meeting is to ensure that the Association is meeting its responsibility to provide oversight, maintain the value of the property and to serve homeowners.

PRESIDENT'S MESSAGE

ANNOUNCEMENTS FROM THE BOARD

The Directors will use this time to provide updates and information.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

Background

In accordance with Civil Code Section 4935(a) the Board met in Executive Session on January 3, 2024, and January 29, 2024, to consider litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon the member's request, regarding the member's payment of assessments, as specified in Civil Code.

The Board took the following actions at the January 3, 2024, Executive Session:

- 1.) Proposal from Indoor Environmental Services, or IES, was approved in the amount of \$2,776 per year, for quarterly preventative maintenance services for Nepenthe's facility HVAC systems.
- 2.) Proposal from Wood Rodgers, Inc. in the amount of \$9,100 was approved with stipulations; for consulting services pertaining to Nepenthe's water meter billing conversion.
- 3.) Actions were taken specific to member discipline and owner requests.

No action was taken during the January 29, 2024, Executive Session.

III. REPORTS

A. CONSTRUCTION MANAGER'S REPORT

Construction Manager Paul Reeves' written report is enclosed in the materials for this meeting.

Supporting Documents

📎 Nepenthe Monthly Report January 2024.pdf	5
📎 Nepenthe_Phase 1_colored_PPI (DE Update) 2.1.2024..pdf	18
📎 Nepenthe Change Order Log Updated 1.30.24.pdf	20

B. GENERAL MANAGER'S REPORT

General Manager Dusty Favichia has submitted the enclosed work order report and a Management Report for review.

Supporting Documents

📎 January 2024_Work Order Report.pdf	47
📎 Management Report 02.07.2024.pdf	54

IV. COMMITTEE UPDATES

Supporting Documents

📎 Architectural Committee Minutes_January 2024.pdf	57
📎 Grounds Committee Minutes_January 2024.pdf	60
📎 Outreach Committee Minutes_January 2024.pdf	63
📎 Finance Committee Minutes_January 2024.pdf	67

V. HOMEOWNER CORRESPONDENCE

Supporting Documents

22 Adelphi RE Fitness Center Hours 01.27.2024.pdf	70
812 Dunbarton RE Landscape 01.28.2024.pdf	72
1213 Vanderbilt RE Landscape 01.29.2024.pdf	75
Ashley Tangeraas_Response to Board 01.04.24.pdf	81
Election Records Request_Rcvd 12.28.2023.pdf	84

VI. UNFINISHED BUSINESS

A. HOMEOWNER COMMENT AND CORRESPONDENCE FOLLOW UP

To promote good communication with homeowners, the Board has made note of the comments and correspondence from the last open sessions and prepared follow up answers and action items. Directors to discuss and determine whether further agenda items are called for.

Supporting Documents

FNL RESPONSES TO JANUARY 2024 OPEN MEETING COMMENT.pdf	86
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VII. NEW BUSINESS

A. MINUTES APPROVAL

Proposed Resolution

The Open Session Minutes dated January 3, 2024, are approved as presented.

Supporting Documents

NEP 2024-01-03 Open Session Minutes.pdf	95
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B. FINANCIALS

Background

The full financial report has been delivered to the Directors under separate cover. An abbreviated report is enclosed in this packet.

Proposed Resolution

The Board accepts the Association’s income statement for December 2023 comparing actual results to budget, reserve statement, bank statements and reconciliations, check history report and general ledger as presented, subject to an annual audit. **The report reflects a year-to-date net operating income of \$(258,474.64) and year-to-date reserve funding of \$3,694,507.42 compared to the year-to-date reserve funding budget of \$2,251,452.** The actual year-to-date operating expenses were \$1,935,355.39. The budgeted year-to-date operating expenses were \$1,848,456. The association has \$283,494.22 in operating funds, which represents 0.83 months of budgeted expenses and reserve contributions. The association has \$10,905,489.27 in reserve funds.

Supporting Documents

NEP 12-23 Financial_Abbreviated.pdf	100
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C. RESOLUTION TO RECORD LIEN

Background

WHEREAS, Section 5673 of the California Civil Code requires that, the decision to record a lien for delinquent assessments shall be made only by the Board of Directors of the association and may not be delegated to an agent of the association; and

WHEREAS, Section 5660 of the California Civil Code requires that a warning letter be sent by certified mail to the owner of record at least 30 days prior to recording a lien; and

WHEREAS, the Association has sent this letter and the 30 days has or will soon expire; and WHEREAS, as of the date of this report payment has not been received to pay the delinquent assessment amount on the properties listed below

Proposed Resolution

NOW THEREFORE BE IT RESOLVED that the Board of Directors approves by a majority vote of the board members present at a duly called open meeting for FirstService Residential to record a lien on the separate interests/accounts listed below on behalf of the association and to mail a copy of the recorded lien to all known owners and addresses once the 30 days has elapsed from the mailing of the warning letter and no payment has been received.

Supporting Documents

[📎 Open Session Resolution_Lien 2487-02.pdf](#) 111

D. ARCHITECTURAL COMMITTEE: RECOMMENDATIONS

Proposed Resolution

The Board affirms the recommendations of the Architectural Review Committee as noted below:

Address	Improvement	Recommendation
1335 Vanderbilt Way	Windows	Approval

E. APPOINT OF GROUNDS COMMITTEE CHAIR

Proposed Resolution

The Board of Directors appoints _____ to serve as Chair of the Nepenthe Grounds Committee.

F. GROUNDS COMMITTEE APPLICATION

Proposed Resolution

The Board approves the volunteer application for the Grounds Committee received from Nepenthe Homeowner, Jan Beale.

VIII. HOMEOWNER FORUM

In accordance with California Civil Code 4920(a), the Association must post or distribute the agenda for Regular Session Meetings no fewer than four (4) days prior to a Regular Session Meeting. During Homeowner Forum, items not included on the agenda that are raised by homeowners may be briefly responded to by the Board/Management; however, no action may occur with respect to that item unless it is deemed an emergency by the Board of Directors and developed after the agenda was posted and/or distributed. The Board of Directors may refer informational matters and direct administrative tasks to Management and/or contractors. Each homeowner will be given three (3) to five (5) minutes to speak in accordance with the Open Meeting Act, California Civil Code 4920(a), or a total of twenty (20) minutes will be granted for all to address the Board of Directors regarding items of interest or concern.

IX. NEXT BOARD MEETING

The Association’s next open Board meeting will be held March 6, 2024, at 6:00 pm.

X. ADJOURN

Nepenthe Monthly Report January 2024.pdf



Dry Rot and Painting Project
Phase One 2022-2023-2024
Phase Two 2024-2025

Monthly Project Report For January 2024

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



1. Project Overview	3
2. Phase #2 RFP update	4
3. Phase #1 Cost Management	5
4. Phase #1 Invoice Control	6-11

Scope Management (Change order log) was moved to a separate attachment.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



1. Project Overview- November 2023:

Phase #1.

Paint supplier:

For those who have not heard, our paint supplier Kelly-Moore Paint Co, stopped operations on 1/12. We have switched suppliers to Dunn-Edwards Paint.

Dunn-Edwards was used at Nepenthe for many years. The colors that we use are

Dunn-Edwards colors. We expect this transition to a new supplier to be seamless.

Dunn-Edwards has also offered to price match what Progesvie Painting was paying for paint and supplies at Kelly-Moore.

Progesvie Painting, our painting contractor, has provided us with a map of when the DE colors started. I will provide that map to Dusty to attach to the board packet.

An update on progress is below.

1. Dry rot repairs and painting are completed at building unit addresses-
Up to 1020 Dunbarton Cir.
2. Dry rot repairs are completed up to 1010 Dunbarton Cir.
3. Repairs are in process at 800 To 812 Dunbarton.
These will be completed in approximately two weeks. Weather permitting.
4. Painters will schedule painting, weather permitting, as soon as possible.

5. Looking ahead,

We are now working in the center area of Dumbarton.

The subsequent units next on the repair list are 720 TO 716 Dumbarton, then 714 to 700 Dunbarton.

As of 1/15, 114 units of the 172 are completed in phase #1.

I have started looking at buildings that are a month from repairs to identify homes with exposed AC cooling lines. Investigating a few each week will help us know how many there are and their location. I will update the Nepenthe office on my Findings.

116 Dunbarton has siding dry rot that requires immediate attention. This is a single-residence building. CPR will start the repairs as soon as possible.

118 Dunbarton and 1411 Commons have holes in the siding under one first-floor window on each home. CPR patched the holes. These homes will get repaired later this spring.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



6. Change order log- Due to its size, it has been moved to its own attachment.

The total adjusted contract amount for wood repairs is at the bottom of the C/O log—\$ 1,794,406.54. % log includes the 114 units completed and the next 7 units to be done for a total of 121 represented.

Cost per unit siding and fences- for units represented \$14,829.81 each.

7. Changes to Cost Management and Invoice Control for August are highlighted in yellow.

2. Phase #2.

RFPs for siding, trim and fence repairs, and exterior painting have been sent to the same list of contractors that sent proposals for phase one. The due date to have proposals to us is 3/1. I will list those proposals for the 3/6 HOA board meeting. AWT Construction, who provided a proposal for phase one, declined phase two because they only work in the Bay Area now. Two new contractors were sent RFPs. Valle Construction declined due to the job being too large. And Atomic Construction. Atomic has not scheduled a job walk as yet.

G.B.Group has scheduled a job walk with me for the morning of 2/7. I will inform the Nepenthe office as more job walks are scheduled with our vendors.

CPR and Progesvie Painting have been asked to update their proposals due to 8 units in phase two having already been completed.

We expect to start phase #2 as soon as phase #1 is complete. We plan on the June 2024 start for phase #2.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



4. Cost Management- Phase #1.

Total Contract Amount

Contractor Code	Scope	Budget Value (\$)	Change Orders Value (\$)	Permits Value (\$)	Invoiced Value (\$)	Value Paid (\$)	
CPR Construction	Original Contract Siding & Trim	\$669,639.49			\$1,502,351.29 Includes Change Orders Invoiced	\$1,369,087.76	
CPR Construction	Change Orders Siding & Trim		\$706,600.28				
CPR Construction	Original Contract Fencing	\$153,218.39					
CPR Construction	Change Orders Fencing		\$264,949.26				
CPR Construction	Total Retention to date	\$141,274.77					
CPR Construction	Total Retention Invoiced	\$128,680.20			Included Above	Included Above	
CPR Construction	Permits			\$8,986.24	Included Above	Included Above	
Progressive Painting	Painting Original Contract	\$306,250.00			\$175,000.00	\$175,000.00	
	TOTAL PAID TO ALL ABOVE				Invoiced Value \$1,677,351.29	Value Paid \$1,544,087.76	

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



4. Invoice Control Phase #1.

Contractor	Scope	IN #	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	1176	Mobilization	\$82,285.78	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1193	Units, 101,107,109, 1371,1395 Including Change Orders Less retention	\$35,965.49	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1198	Units, 1355,1359, 1363, Including Change Orders Less retention	\$35,144.41	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1211	Units 1329, 1331, 1333, 2308, 201, 203, 205, 301, 303, 2308, Including Change	\$65,466.92	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN #	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	#1214		\$43,659.02	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1238	Units 303, 401, 403, 405, 407, 2320, 2322, 2324, 2326, 2328, 1230, 2330, Including Change Orders Less retention	\$82,370.83	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1241	Units 2314, 2322 SM, 409, 411, 501, 503, 505, 507, 509, 511, Including Change Orders Less retention	\$74,333.60	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN #	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	1246	Units 601,603, 605, 813, 815 Including Change Orders above and at 507, 509 Less Retention	\$60,308.06	COMPLETE	APPROVED	PENDING
CPR Construction	Siding Repair	1251	Units 601,603, 605, 607, 609,611, 613, 615, 701, 703,813, 815 Including Change Orders	Total Due Minus Retention \$69,707.27	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1262	Units 711,713,715, 717,719, Including Change Orders	Total Due Minus Retention \$109,770.15	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status Of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	1269	Units 901, 903, 903,905,907,801,803,817, 807, 811, 809, Including Change Orders	Total Due Includes Retention Invoiced \$125,390.93	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1280	See Detail on invoice.	Total Due Includes Retention Invoiced \$100,823.87	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1289	Units 1001, 1003, 1005, 1007, 1009, 1011, 1013, 1015, 1017, 1019.	Total Due Includes Retention Invoiced \$116,590.22	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1298	See Detail on invoice.	Total Due Includes Retention Invoiced \$104,600.15	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



CPR Construction	Siding Repair	1312	See Detail on invoice	Due This invoice \$15,047.66	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1320	See Detail on invoice	Due This invoice \$104,367.03	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1321	Retention	Due This invoice \$30,000.00	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1332	See Detail on invoice	Due This invoice \$82,885.37	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1337	See Detail on invoice	Due This invoice \$133,263.53	COMPLETE	APPROVED	PENDING

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
Progressive Painting	Paint	54	Painting	\$14,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17256	Painting	\$7,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17293	Painting	\$28,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17300	Painting	\$14,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17326	Painting	\$10,500.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17335	Painting	\$14,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17361	Painting	\$17,500.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17379	Painting	\$15,750.00	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
Progressive Painting	Paint	17390	Painting	\$19,250.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17406	Painting	\$14,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17419	Painting	\$7,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17438	Painting	\$7,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17445	Painting	\$7,000.00	COMPLETE	APPROVED	PAID
			TOTAL APPROVED	Invoiced Value \$1,677,351.29			
			TOTAL APPROVED, NOT PAID	\$133,263.53			
			TOTAL PENDING APPROVAL	0			
			TOTAL PAID	\$1,544,087.76			

End Report.

Nepenthe_Phase 1_colored_PPI (DE Update) 2.1.2024..pdf

Nepenthe Change Order Log Updated 1.30.24.pdf



12394 Cannon Way
 Grass Valley, CA 95949
 (916) 229-2594
bill@cprecon.com

Date: January 30, 2024 Contact: Paul Reeves
 Property Name: Nepenthe Homeowner's Association Company: Reeve's Construction Inc.

CHANGE ORDER LOG

COR #	LOCATION	PENDING	DECLINED	APPROVED	NOTES
COR #01	101 DB and 1395 Commons		\$2,973.03		VOID
COR #02	107, 109 Dunbarton and 1371 Commons		\$12,203.54		VOID
COR #01 REVISE	101 DB and 1395 Commons			\$3,767.15	Additional Siding and Trim
COR #02 REVISE	107, 109 Dunbarton and 1371 Commons			\$10,747.77	Additional Siding and Trim
COR #03	107/109 Fence			3308.38	24 If Fence Replacement
COR #04	1355 Commons			\$11,100.10	Additional Siding and Trim
COR #05	1359 Commons			\$984.59	Additional Siding and Trim
COR #06	1363 Commons			\$5,261.92	Additional Siding and Trim
COR #07	1355, 1359 and 1363 Commons Fence Repairs			\$5,191.76	Fence Repairs and replacement
COR #08	2308 Swarthmore			\$2,833.35	Additional Fence Replacement
COR #09	1329 Commons			\$472.76	Additional Siding and Trim
CREDIT COR #10	1331 Commons			-\$3,203.88	Credit Siding and Trim Not Done
CREDIT COR #11	1333 Commons			-\$243.13	Credit Siding and Trim Not Done
COR #12	2308 Swarthmore			\$7,232.85	Additional Siding and Trim
COR #13	1359 and 1363 Commons Fence Repairs			\$317.03	Fence Repairs and replacement
COR #14	Swarthmore Supplemental to COR#12			\$2,496.96	Additional Siding and Trim at 2 Gables

COR #15	1329 Commons Supplemental to #COR09		\$821.64		Additional Siding and Trim at Left Wall 2nd Story
COR #15 REVISION	1329 Commons Supplemental to #COR09			\$998.80	Additional Siding and Trim at Left Wall 2nd Story
COR #16	201 Dunbarton			\$4,003.85	Additional Siding and Trim
COR #17	203 Dunbarton			\$3,362.43	Additional Siding and Trim
COR #18	205 Dunbarton			\$1,954.55	Additional Siding and Trim
COR #19	301 Dunbarton			\$121.07	Additional Siding and Trim
COR #20	303 Dunbarton			\$304.69	Additional Siding and Trim
COR #21	1331 Commons Supplemental to #COR10			\$446.65	Additional Siding and Trim
COR #22	Additional Fence Repairs 201/205 Dunbarton Cir			\$6,593.48	Fence Repairs and replacement
COR #23	Additional Siding and Trim Unit #203			\$993.58	Additional Siding and Trim
COR #24	Additional Siding and Trim Unit #2310 SM			\$663.41	Additional Siding and Trim
COR #25	Additional Siding and Trim Unit #2312 SM			\$1,184.86	Additional Siding and Trim
COR #26	Additional Siding and Trim Unit #2314 SM			\$1,794.88	Additional Siding and Trim
COR #27	Additional Siding and Trim Unit #2318 SM			\$809.24	Additional Siding and Trim
COR #28	Additional Siding and Trim Unit #2316 SM			\$651.20	Additional Siding and Trim
COR #29	Additional Fence Repairs 2310-2318 SM			\$2,472.47	Fence Repairs and replacement

COR #30	Additional Siding and Trim Unit #203 Supplemental COR#23			\$866.70	Additional Siding and Trim
COR #31	Additional Siding and Trim Unit #305 DB			\$4,773.70	Additional Siding and Trim
COR #32	Additional Siding and Trim Unit #307 DB			\$1,139.40	Additional Siding and Trim
COR #33	Additional Siding and Trim Unit #203 Supplemental COR#30			\$835.51	Additional Siding and Trim
COR #34	Additional Siding and Trim Unit #201 Supplemental COR#16			\$1,648.02	Additional Siding and Trim
COR #35	Multiple Addresses			\$1,674.47	Permit Fees
COR #36	Additional Siding and Trim Unit #301 Supplemental COR#19			\$1,390.11	Additional Siding and Trim
COR #37	Additional Siding and Trim Unit #303 Supplemental COR#20			\$2,135.72	Additional Siding and Trim
COR #38	Additional Siding and Trim Unit #2318 Supplemental COR#27			\$773.57	Additional Siding and Trim
COR #39	Additional Siding and Trim Unit #2310 Supplemental COR#24			\$335.33	Additional Siding and Trim

COR #40	Additional Siding and Trim Unit #2312 Supplemental COR#25			\$536.82	Additional Siding and Trim
COR #41	Additional Siding and Trim Unit #401 DB			\$2,355.40	Additional Siding and Trim
COR #42	Additional Siding and Trim Unit #403 DB			\$2,177.28	Additional Siding and Trim
COR #43	Additional Siding and Trim Unit #405 DB			\$1,104.37	Additional Siding and Trim
COR #44	Additional Siding and Trim Unit #407 DB			\$1,561.76	Additional Siding and Trim
COR #45	Fence Repairs Unit #401-#405 DB			\$672.87	Fence Repairs and replacement
COR #46	Additional Siding and Trim Unit #305 DB Supplemental to COR#31			\$3,285.38	Additional Siding and Trim
COR #47	Additional Siding and Trim Unit #2320 SM			\$5,129.44	Additional Siding and Trim
COR #48	Additional Siding and Trim Unit #2322 SM			\$872.21	Additional Siding and Trim
COR #49	Additional Siding and Trim Unit #2324 SM			\$2,333.85	Additional Siding and Trim
COR #50	Additional Siding and Trim Unit #2328 SM			\$1,030.03	Additional Siding and Trim
COR #51	Additional Siding and Trim Unit #2330 SM			\$1,238.82	Additional Siding and Trim
COR #52	Additional Siding and Trim Unit #409 DB			\$1,988.08	Additional Siding and Trim

COR #53	Additional Siding and Trim Unit #411 DB			\$1,595.22	NO ORIGINAL SCOPE LISTED Additional Siding and Trim
COR #54	Additional Fence Repairs 411 Dunbarton			\$1,426.60	Additional Fence Repairs
COR #55	Additional Fence Repairs 403 Dunbarton			\$1,352.70	Additional Fence Repairs
COR #56	Additional Siding and Trim Unit #401 DB Supplemental to COR#41			\$374.43	Additional Siding and Trim
COR #57	Additional Fence Repairs 405 Dunbarton			\$353.87	Additional Fence Repairs
COR #58	Beam Replacement Unit #405 DB Supplemental to COR#43			\$439.96	Additional Siding and Trim
COR #59	Additional Fence Repairs 407 Dunbarton			\$5,596.46	Additional Fence Repairs
COR #60	Additional Siding and Trim Unit #407 DB Supplemental to COR#44			\$898.36	Additional Siding and Trim
COR #61	Additional Siding and Trim Unit #405 DB Supplemental to COR#58			\$299.15	Additional Siding and Trim
COR #62	Additional Siding and Trim Unit #401 DB Supplemental to COR#56			\$268.41	Additional Siding and Trim
COR #63	and Trim Unit #2320 Swarthmore Supplemental to COR#47			\$354.31	Additional Siding and Trim (HOA to invoice homeowner)

COR #64	and Trim Unit #2320 Swarthmore Supplemental to COR#63			\$647.44	Additional Siding and Trim
COR #65	Additional Fence Repairs Unit #303 Dunbarton			\$424.33	Additional Fence Repairs
COR #66	Additional Fence Repairs Unit #2320 Swarthmore			\$500.84	Additional Fence Repairs
COR #67	and Trim Unit #2322 Swarthmore Supplemental to COR#48			\$2,529.73	Additional Siding and Trim
COR #68	and Trim Unit #2324 Swarthmore Supplemental to COR#49			\$3,200.37	Additional Siding and Trim
COR #69	Additional Siding and Trim Unit #501 DB			\$9,577.20	NO ORIGINAL SCOPE Additional Siding and Trim
COR #70	Additional Siding and Trim Unit #503 DB			\$901.91	Additional Siding and Trim
COR #71	Additional Siding and Trim Unit #505 DB			\$3,939.65	NO ORIGINAL SCOPE Additional Siding and Trim
COR #72	Additional Fence Repairs Unit #501 DB			\$6,285.75	NO ORIGINAL SCOPE Fence Replacement

COR#73	Additionla Fence Repairs Unit #2326 Swarthmore			\$4,012.41	Additional Fence Repairs
COR #74	Additional Siding and Trim Unit #601 DB			\$6,079.67	Additional Siding and Trim
COR #75	Additional Siding and Trim Unit #603 DB			\$4,009.44	Additional Siding and Trim
COR #76	Additional Siding and Trim Unit #605 DB			\$4,457.06	Additional Siding and Trim
COR #77	Fence Repairs Unit #601-#603			\$4,855.27	Additional Fence Repairs
COR #78	Additional Siding and Trim Unit #2326 Swarthmore			\$268.41	Additional Siding and Trim
COR #79	Additional Siding and Trim Unit #2328 Swarthmore Supplemental to COR#50			\$410.03	Additional Siding and Trim Supplemental
COR #80	Fence Repairs Unit #2328 and 2330 Swarthmore			\$3,514.53	Additional Fence Repairs
COR #81	and Trim Unit #2330 Swarthmore Supplemental to COR#51			\$1,073.63	Additional Siding and Trim
COR #82	Additional Siding and Trim Unit #507 DB			\$6,098.73	Additional Siding and Trim

COR #83	Additional Siding and Trim Unit #509 DB			\$3,365.49	Additional Siding and Trim
COR #84	Additional Siding and Trim Unit #511 DB			\$4,860.60	Additional Siding and Trim
COR #85	Fence Repairs Unit #507-#511			\$4,018.39	Additional Fence Repairs
COR #86	Additional Siding and Trim Unit #607 DB			\$2,189.80	Additional Siding and Trim
COR #87	Additional Siding and Trim Unit #609 DB			\$3,307.69	Additional Siding and Trim
COR #88	Additional Siding and Trim Unit #611 DB			\$4,985.85	Additional Siding and Trim
COR #89	Additional Siding and Trim Unit #613 DB			\$3,895.26	Additional Siding and Trim
COR #90	Additional Siding and Trim Unit #615 DB			\$6,356.02	Additional Siding and Trim
COR #91	Fence Repairs Unit #607-#615			\$8,247.43	Additional Fence Repairs
COR #92	Additional Siding and Trim Supplemental Unit #409 DB			\$1,283.13	Additional Siding and Trim
COR #93	Additional Siding and Trim Supplemental Unit #411 DB			\$1,160.40	Additional Siding and Trim
COR #94	Fence Repairs Unit #409-#411 DB			\$6,669.16	Additional Fence Repairs
COR #95	Additional Siding and Trim Supplemental Unit #501 DB COR#69			\$1,784.30	Additional Siding and Trellis Repairs

COR #96	Additional Siding and Trim Supplemental Unit #409 DB COR#92			\$269.57	Additional Trellis Repairs
COR #97	Additional Siding and Trim Supplemental Unit #2314 SM COR#26			\$1,044.72	Additional Siding and Trim Repairs (PEST REPORT)
COR #98	Additional Siding and Trim Supplemental Unit #2322 SM COR#67			\$810.90	Additional Siding and Trim Repairs (EXPOSED BY PRESSURE WASHING)
COR #99	Additional Siding and Trim Supplemental COR#69 Unit #501 DB			\$3,285.35	Additional Siding and Trim
COR #100	Additional Siding and Trim Supplemental COR#71 Unit #505 DB			\$422.06	Additional Siding and Trim
COR #101	Fence Repairs Unit #501-#505			\$6,215.69	Additional Fence Repairs
COR #102	Additional Siding and Trim Supplemental COR#93 Unit #411 DB			\$904.82	Additional Siding and Trim
COR #103	Additional Siding and Trim Unit #813 DB			\$5,736.56	Additional Siding and Trim
COR #104	Additional Siding and Trim Unit #815 DB			\$5,780.04	Additional Siding and Trim
COR #105	Fence Repairs Unit #813 DB			\$1,832.26	Additional Fence Repairs
COR #106	Additional Siding and Trim Unit #701 DB			\$1,775.43	Additional Siding and Trim

COR #107	Additional Siding and Trim Unit #703 DB			\$3,806.71	Additional Siding and Trim
COR #108	Additional Siding and Trim Unit #705 DB			\$9,693.34	Additional Siding and Trim
COR #109	Additional Siding and Trim Unit #707 DB			\$6,474.95	Additional Siding and Trim
COR #110	Additional Siding and Trim Unit #709 DB			\$2,152.87	Additional Siding and Trim
COR #111	Fence Repairs Unit #701-709 DB			\$14,077.79	Additional Fence Repairs
COR #112	Additional Siding and Trim Unit #507 DB Supplemental to COR#82			\$268.41	Additional Siding and Trim
COR #113	Additional Siding and Trim Unit #509 DB Supplemental to COR#83			\$674.05	Additional Siding and Trim
COR #114	Additional Siding and Trim Unit #813 DB Supplemental to COR#103			\$2,881.16	Additional Siding and Trim
COR #115	Additional Siding and Trim Unit #815 DB Supplemental to COR#104			\$1,102.56	Additional Siding and Trim
COR #116	Additional Gutter and Downspout Repair #806 Dunbarton COR#116			\$168.00	Additional Gutter and Downspout Repairs
COR #117	Permit Fees			\$3,913.08	Permit Fees

COR #118	Additional Siding and Trim Unit #601 DB Supplemental to COR#74			\$2,125.53	Additional Siding and Trim
COR #119	Additional Siding and Trim Unit #507 DB Supplemental to COR#112			\$357.85	Additional Siding and Trim
COR #120	Additional Siding and Trim Unit #605 DB Supplemental to COR#76			\$713.97	Additional Siding and Trim
COR #121	Additional Siding and Trim Unit #609 DB Supplemental to COR#87			\$2,494.98	Additional Siding and Trim
COR #122	Additional Siding and Trim Unit #611 DB Supplemental to COR#88			\$1,115.47	Additional Siding and Trim
COR #123	Fence Repairs Unit #813 DB			\$647.83	Additional Fence Repairs
COR #124	Additional Siding and Trim Unit #611 DB Supplemental to COR#122			\$1,832.99	Additional Siding and Trim
COR #125	Additional Siding and Trim Unit #615 DB Supplemental to COR#90			\$1,274.35	Additional Siding and Trim
COR#126	Additional Siding and Trim Unit #711 DB			\$2,718.99	Additional Siding and Trim
COR#127	Additional Siding and Trim Unit #713 DB			\$4,771.46	Additional Siding and Trim
COR#128	Additional Siding and Trim Unit #715 DB			\$6,703.39	Additional Siding and Trim

COR#129	Additional Siding and Trim Unit #717 DB			\$3,404.26	Additional Siding and Trim
COR#130	Additional Siding and Trim Unit #719 DB			\$3,631.58	Additional Siding and Trim
COR #131	Fence Repairs Unit #711-719 DB			\$8,679.31	Additional Fence Repairs
COR #132	Fence Repairs Unit #607 DB			\$2,269.27	Additional Fence Repairs
COR #133	Additional Siding and Trim Unit #701 DB Supplemental to COR#106			\$947.42	Additional Siding and Trim
COR #134	Asbestos and Lead Testing Unit #705 DB Supplemental to COR#108			\$966.00	Asbestos and Lead Testing Drywall
COR #135	Additional Siding and Trim Unit #703 DB Supplemental to COR#107			\$268.41	Additional Siding and Trim
COR #136	Additional Siding and Trim Unit #705 DB Supplemental to COR#134			\$2,299.46	Additional Siding and Trim
COR #137	Additional Siding and Trim Unit #707 DB Supplemental to COR#109			\$747.97	Additional Siding and Trim
COR #138	Additional Siding and Trim Unit #709 DB Supplemental to COR#110			\$1,022.45	Additional Siding and Trim
COR#139	Additional Siding and Trim Unit #801 DB			\$4,608.03	Additional Siding and Trim

COR#140	Additional Siding and Trim Unit #803 DB			\$1,397.42	Additional Siding and Trim
COR#141	Additional Siding and Trim Unit #805 DB			\$5,812.39	Additional Siding and Trim
COR #142	Fence Repairs Unit #801 and #805 DB			\$13,563.48	Additional Fence Repairs
COR#143	Additional Siding and Trim Unit #709 DB Supplemental to COR#138			\$626.07	Additional Siding and Trim
COR #144	Additional Siding and Trim Unit #711 DB Supplemental to COR#126			\$1,023.70	Additional Siding and Trim
COR #145	Additional Siding and Trim Unit #713 DB Supplemental to COR#127			\$2,445.99	Additional Siding and Trim
COR #146	Additional Siding and Trim Unit #711 DB Supplemental to COR#144			\$553.62	Additional Siding and Trim
COR #147	Trellis Caps Unit #713 DB Supplemental to COR#145		\$766.80		Trellis Caps
COR#148	Additional Siding and Trim Unit #807 DB			\$3,013.08	Additional Siding and Trim
COR#149	Additional Siding and Trim Unit #809 DB			\$5,601.65	Additional Siding and Trim
COR#150	Additional Siding and Trim Unit #811 DB			\$4,111.76	Additional Siding and Trim
COR #151	Fence Repairs Unit #807 through #811 DB			\$5,194.90	Additional Fence Repairs

COR#152	Additional Siding and Trim Unit #817 DB			\$6,382.79	Additional Siding and Trim
COR #153	Fence Repairs Unit #817 DB			\$3,534.75	Additional Fence Repairs
COR#154	Additional Siding and Trim Unit #901 DB			\$5,672.62	Additional Siding and Trim
COR#155	Additional Siding and Trim Unit #903 DB			\$2,059.56	Additional Siding and Trim
COR#156	Additional Siding and Trim Unit #905 DB			\$3,547.40	Additional Siding and Trim
COR#157	Additional Siding and Trim Unit #907 DB			\$678.00	Additional Siding and Trim
COR #158	Fence Repairs Unit #901 and 905 DB			\$11,462.96	Additional Fence Repairs
COR #159	Additional Siding and Trim Unit #717 DB Supplemental to COR#129			\$1,115.88	Additional Siding and Trim
COR #160	Additional Siding and Trim Unit #719 DB Supplemental to COR#130			\$439.64	Additional Siding and Trim
COR #161	Additional Siding and Trim Unit #801 DB Supplemental to COR#139			\$1,051.74	Additional Siding and Trim
COR #162	Additional Siding and Trim Unit #803 DB Supplemental to COR#140			\$310.33	Additional Siding and Trim
COR #163	Additional Siding and Trim Unit #813 DB Supplemental to COR#114			\$354.99	Additional Siding and Trim

COR#164	Additional Siding and Trim Unit 1001 DB			\$7,363.55	Additional Siding and Trim
COR#165	Additional Siding and Trim Unit #1003 DB			\$4,690.53	Additional Siding and Trim
COR#166	Additional Siding and Trim Unit #1005 DB			\$9,686.01	Additional Siding and Trim
COR#167	Additional Siding and Trim Unit #1007 DB			\$5,369.12	Additional Siding and Trim
COR #168	Additional Siding and Trim Unit #809 DB Supplemental to COR#149			\$278.59	Additional Siding and Trim
COR #169	Additional Siding and Trim Unit #613 DB Supplemental to COR#89		\$919.42		See REVISION COR#169R
COR #169R REVISED	Additional Siding and Trim Unit #613 DB Supplemental to COR#89			\$1,197.82	Additional Siding and Trim
COR #170	Additional Siding and Trim Unit #901 DB Supplemental to COR#154			\$649.17	Additional Siding and Trim
COR #171	Additional Siding and Trim Unit #903 DB Supplemental to COR#155		\$1,025.65		See REVISION COR#171R
COR #171R REVISED	Additional Siding and Trim Unit #903 DB Supplemental to COR#155			\$1,415.01	Additional Siding and Trim
COR #172	Additional Siding and Trim Unit #1009 DB			\$3,963.43	Additional Siding and Trim

COR #173	Additional Siding and Trim Unit #1101 DB Supplemental to COR#149			\$2,026.05	Additional Siding and Trim
COR #174	Fence Repairs Unit #1001 DB			\$8,566.96	Additional Fence Repairs
COR #175	Additional Siding and Trim Unit #907 DB Supplemental to COR#157			\$356.65	Additional Siding and Trim
COR #176	Additional Siding and Trim Unit #1001 DB Supplemental to COR#164			\$1,266.10	Additional Siding and Trim
COR #177	Additional Siding and Trim Unit #1003 DB Supplemental to COR#165			\$1,106.09	Additional Siding and Trim
COR #178	Additional Siding and Trim Unit #1005 DB Supplemental to COR#166			\$842.29	Additional Siding and Trim
COR #179	Additional Siding and Trim Unit #1011 DB			\$8,331.44	Additional Siding and Trim
COR #180	Additional Siding and Trim Unit #1013 DB			\$2,616.51	Additional Siding and Trim
COR #181	Additional Siding and Trim Unit #1015 DB			\$5,436.21	Additional Siding and Trim
COR #182	Additional Siding and Trim Unit #1017 DB			\$4,801.31	Additional Siding and Trim
COR #183	Additional Siding and Trim Unit #1019 DB			\$8,071.65	Additional Siding and Trim
COR #184	Fence Repairs Unit #1017 AND 1019 DB			\$8,937.75	Additional Fence Repairs

COR #185	Fence Repairs Unit #1101 DB			\$4,851.17	Additional Fence Repairs
COR #186	Additional Siding and Trim Unit #1101 DB			\$2,955.08	Additional Siding and Trim
COR #187	Additional Siding and Trim Unit #905 DB Supplemental to COR#156			\$278.59	Additional Siding and Trim
COR #188	Additional Siding and Trim Unit #1013 DB Supplemental to COR#180			\$278.59	Additional Siding and Trim
COR #189	Additional Siding and Trim Unit #1011 DB Supplemental to COR#179			\$391.18	Additional Siding and Trim
COR #190	Permit Fees Round 3			\$3,398.69	Permit Fees
COR #191	Additional Siding and Trim Unit #1009 DB Supplemental to COR#172			\$391.75	Additional Siding and Trim
COR #192	Additional Siding and Trim Unit #1103 DB			\$4,053.91	Additional Siding and Trim
COR #193	Additional Siding and Trim Unit #1105 DB			\$553.62	Additional Siding and Trim
COR #194	Additional Siding and Trim Unit #1107 DB			\$2,780.08	Additional Siding and Trim
COR #195	Additional Siding and Trim Unit #1109 DB			\$6,063.15	Additional Siding and Trim

COR #196	Additional Siding and Trim Unit #1019 DB Supplemental to COR#183			\$2,899.34	Additional Siding and Trim
COR #197	Fence Repairs Unit #1107 DB			\$3,755.64	Additional Fence Repairs
COR #198	REMEDICATION INTERIOR DRYWALL Unit #1019 DB Supplemental to COR#196			\$2,955.38	REMEDICATION INTERIOR DRYWALL
COR #199	Additional Siding and Trim Unit #1015 DB Supplemental to COR#181			\$913.83	Additional Siding and Trim
COR #200	Additional Siding and Trim Unit #1017 DB Supplemental to COR#182			\$761.24	Additional Siding and Trim
COR #201	Additional Siding and Trim Unit #1019 DB Supplemental to COR#198			\$1,198.01	Additional Siding and Trim
COR #202	Additional Siding and Trim Unit #1111 DB			\$4,852.67	Additional Siding and Trim
COR #203	Additional Siding and Trim Unit #1113 DB			\$5,817.44	Additional Siding and Trim
COR #204	Additional Siding and Trim Unit #1431 Commons			\$2,680.64	Additional Siding and Trim
COR #205	Additional Siding and Trim Unit #1433 Commons			\$2,874.73	Additional Siding and Trim
COR #206	Fence Repairs Unit #1113 DB			\$6,604.23	Additional Fence Repairs

COR #207	Additional Siding and Trim Unit #1101 DB Supplemental to COR#186			\$1,304.24	Additional Siding and Trim
COR #208	Additional Siding and Trim Unit #1103 DB Supplemental to COR#192			\$2,374.86	Additional Siding and Trim
COR #209	Fence Repairs Unit #1101 and 1103 DB			\$3,686.65	Additional Fence Repairs
COR #210	Additional Siding and Trim Unit #1112 DB			\$1,900.63	Additional Siding and Trim
COR #211	Additional Siding and Trim Unit #1423 Commons			\$9,748.57	Additional Siding and Trim
COR #212	Additional Siding and Trim Unit #1425 Commons			\$4,921.56	Additional Siding and Trim
COR #213	Additional Siding and Trim Unit #1427 Commons			\$3,741.52	Additional Siding and Trim
COR #214	Fence Repairs Unit #1423 and 1427 Commons			\$11,342.84	Additional Fence Repairs
COR #215	Fence Repairs Unit #1009 DB			\$7,218.13	Additional Fence Repairs
COR #216	Additional Siding and Trim Unit #1105 DB Supplemental to COR#193			\$422.06	Additional Siding and Trim
COR #217	Additional Siding and Trim Unit #1107 DB Supplemental to COR#194			\$589.29	Additional Siding and Trim

COR #218	Fence Repairs Unit #1105 DB			\$1,790.44	Additional Fence Repairs
COR #219	Additional Siding and Trim Unit #1431 Commons Supplemental to COR#204			\$1,055.13	Additional Siding and Trim
COR #220	Additional Siding and Trim Unit #1433 Commons Supplemental to COR#205			\$834.48	Additional Siding and Trim
COR #221	Additional Siding and Trim Unit #1108 Dunbarton			\$7,338.62	Additional Siding and Trim
COR #222	Additional Siding and Trim Unit #1106 Dunbarton			\$4,409.00	Additional Siding and Trim
COR #223	Additional Siding and Trim Unit #1417 Commons			\$5,520.91	Additional Siding and Trim
COR #224	Additional Siding and Trim Unit #1110 Dunbarton			\$7,631.01	Additional Siding and Trim
COR #225	Fence Repairs Unit #1106-1110 DB			\$11,981.14	Additional Fence Repairs
COR #226	Additional Siding and Trim Unit #1425 Commons Supplemental to COR#212			\$591.30	Additional Siding and Trim
COR #227	Additional Siding and Trim Unit #1427 Commons Supplemental to COR#213			\$598.29	Additional Siding and Trim

COR #228	Additional Siding and Trim Unit #1012 Dunbarton			\$10,886.15	Additional Siding and Trim
COR #229	Additional Siding and Trim Unit #1014 Dunbarton			\$7,476.33	Additional Siding and Trim
COR #230	Additional Siding and Trim Unit #1016 Dunbarton			\$10,583.93	Additional Siding and Trim
COR #231	Additional Siding and Trim Unit #1018 Dunbarton			\$6,874.27	Additional Siding and Trim
COR #232	Additional Siding and Trim Unit #1020 Dunbarton			\$10,145.23	Additional Siding and Trim
COR #233	Additional Siding and Trim Unit #1100 Dunbarton			\$7,346.06	Additional Siding and Trim
COR #234	Additional Siding and Trim Unit #1102 Dunbarton			\$10,998.14	Additional Siding and Trim
COR #235	Additional Siding and Trim Unit #1104 Dunbarton			\$7,816.33	Additional Siding and Trim
COR #236	Fence Repairs Unit #1100-1104 DB			\$15,821.36	Additional Fence Repairs
COR #237	Additional Siding and Trim Unit #1108 Supplemental to COR#221			\$754.89	Additional Siding and Trim
COR #238	Additional Siding and Trim Unit #1110 Supplemental to COR#224		\$1,173.63		Additional Siding and Trim

COR #239	Additional Siding and Trim Unit #1000 Dunbarton			\$10,792.91	Additional Siding and Trim
COR #240	Additional Siding and Trim Unit #1002 Dunbarton			\$6,134.75	Additional Siding and Trim
COR #241	Additional Siding and Trim Unit #1004 Dunbarton			\$6,679.67	Additional Siding and Trim
COR #242	Additional Siding and Trim Unit #1006 Dunbarton			\$8,098.77	Additional Siding and Trim
COR #243	Fence Repairs Unit #1002-1000 DB			\$12,286.15	Additional Fence Repairs
COR #244	Additional Siding and Trim Unit #1110 Supplemental to COR#238			\$310.23	Additional Siding and Trim
COR #245	Permit Fees Round 4			\$2,017.18	Permit Fees
COR #246	Additional Siding and Trim Unit #1110 Supplemental to COR#224	\$653.45			Additional Siding and Trim
COR #247	Fence Repairs Unit #1329 Commons			\$2,337.51	Additional Fence Repairs
COR #248	Additional Siding and Trim Unit #808 Dunbarton			\$7,874.24	Additional Siding and Trim
COR #249	Additional Siding and Trim Unit #810 Dunbarton			\$8,909.00	Additional Siding and Trim

COR #250	Additional Siding and Trim Unit #812 Dunbarton			\$9,020.01	Additional Siding and Trim
COR #251	Fence Repairs Unit #810-812 Dunbarton			\$5,155.55	Additional Fence Repairs
COR #252	Additional Siding and Trim Unit #1016 Dunbarton Supplemental to COR#230			\$840.40	Additional Siding and Trim
COR #253	Fence Repairs Unit #1012 Dunbarton			\$4,116.91	Additional Fence Repairs
COR #254	Additional Siding and Trim Unit #1014 Dunbarton Supplemental to COR#229			\$612.86	Additional Siding and Trim
COR #255	Additional Siding and Trim Unit #1018 Dunbarton Supplemental to COR#231			\$2,475.42	Additional Siding and Trim
COR #256	Exposed Beam Repairs Unit #1020 Supplemental to COR#232			\$2,964.21	Exposed Beam Repairs at Patio
COR #257	Rear Fence Repairs 1012 Dunbarton			\$2,922.58	Fence Repairs and replacement
COR #258	Exposed Beam Repairs Unit #1020 Supplemental to COR#256			\$614.03	Additional Siding and Trim Repairs
COR #259	Fence Repairs 1020 Dunbarton			\$1,251.73	Fence Repairs
COR #260	Additional Siding and Trim 1102 DB Supplemental to COR#234			\$1,074.60	Additional Siding and Trim Repairs

COR #261	Additional Siding and Trim 1104 DB Supplemental to COR#235			\$353.87	Additional Siding and Trim Repairs
COR #262	Additional Siding and Trim Unit #1010 Dunbarton			\$10,154.98	Additional Siding and Trim
COR #263	Additional Siding and Trim Unit #1008 Dunbarton			\$4,848.31	Additional Siding and Trim
COR #264	Fence Repairs 1010 Dunbarton			\$12,702.91	Fence Repairs
COR #265	Additional Siding and Trim Unit #1000 Supplemental to COR#239			\$299.15	Additional Siding and Trim
COR #266	Additional Siding and Trim Unit #1002 Supplemental to COR#240			\$278.59	Additional Siding and Trim
COR #267	Additional Siding and Trim Unit #1004 Supplemental to COR#241			\$730.18	Additional Siding and Trim
COR #268	Additional Siding and Trim Unit #810 Supplemental to COR#249			\$1,087.77	Additional Siding and Trim
COR #269	Additional Siding and Trim Unit #800 Dunbarton			\$8,117.96	Additional Siding and Trim
COR #270	Additional Siding and Trim Unit #802 Dunbarton			\$8,565.60	Additional Siding and Trim

COR #271	Additional Siding and Trim Unit #804 Dunbarton			\$15,882.18	Additional Siding and Trim
COR #272	Additional Siding and Trim Unit #806 Dunbarton			\$7,203.26	Additional Siding and Trim
COR #273	Fence Repairs 800, 802 and 804 Dunbarton			\$11,778.60	Fence Repairs
COR #274	Additional Siding and Trim Unit #116 Dunbarton			\$15,041.11	Additional Siding and Trim
COR #275	Fence Repairs 116 Dunbarton			\$834.79	Fence Repairs
COR #276	Additional Siding and Trim Unit #706 Dunbarton	\$7,660.57			Additional Siding and Trim
COR #277	Additional Siding and Trim Unit #708 Dunbarton	\$9,154.10			Additional Siding and Trim
COR #278	Additional Siding and Trim Unit #710 Dunbarton	\$13,892.64			Additional Siding and Trim
COR #279	Additional Siding and Trim Unit #712 Dunbarton	\$3,999.53			Additional Siding and Trim
COR #280	Additional Siding and Trim Unit #714 Dunbarton	\$8,361.65			Additional Siding and Trim
COR #281	Fence Repairs 706-714 Dunbarton	\$29,478.83			Fence Repairs
COR #282	Additional Siding and Trim Unit #808 Supplemental to COR#248	\$343.52			Additional Siding and Trim

COR #283	Additional Siding and Trim Unit #810 Supplemental to COR#268	\$1,867.37			Additional Siding and Trim
TOTALS		\$75,411.66	\$19,883.71	\$971,549.54	
TOTAL ORIGINAL CONTRACT AMOUNT				\$822,857.00	
TOTAL ADJUSTED CONTRACT AMOUNT				\$1,794,406.54	

January 2024_Work Order Report.pdf



Work Orders Nepenthe Association

WO#: 1190588	Status: Open	Progress Code: Request Sent
Unit/Common Area: Clubhouse		Category: Ceiling
Date Created: 01/31/2024	Date Completed:	Vendor: Critical Path Reconstruction Inc
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: CPR Please provide an estimate for the build back repairs for the ceiling where the water leaked. Thanks		
Notes:		
<hr/>		
WO#: 1190586	Status: Open	Progress Code: Request Sent
Unit/Common Area: 722 Elmhurst Cir		Category: Stump Removal
Date Created: 01/31/2024	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Grove please proceed with the stump grinding that was absorbed in 2023 budget for zone 5. we understand that the charge will be \$360.00 thanks		
Notes:		
--1/31/2024 4:45:58 PM by ndhesi1 : email from Paul		
<hr/>		
WO#: 1189848	Status: Open	Progress Code: Received
Unit/Common Area: 13 ADELPHI Ct		Category: Landscape
Date Created: 01/26/2024	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Carson Please inspect the drain at 13 Adelphi and provide a report to management. We are seeing a lot of mud on the walkways. Is there something your crew can do to clean this or contain it better, so it does not spill and solidify on the walkways? Thank you		
Notes:		



Work Orders
Nepenthe Association



Work Orders Nepenthe Association

WO#: 1189022	Status: Open	Progress Code: Request Sent
Unit/Common Area: 1106 Vanderbilt Way		Category: Gutter
Date Created: 01/23/2024	Date Completed:	Vendor: ADVANCED ROOF DESIGN INC
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Advanced Roof Design The homeowner said there is a leak in their garage by the lift-up door. They said it started after the gutter cleaning so it seems the leaves might have been covering a crack. The homeowner is unsure of the cause of the leak. Please evaluate the gutter around the front of the garage. Please call the homeowner! She can show you where the leak is coming from. 916-922-2286 Thank you!		
Notes:		
WO#: 1188912	Status: Open	Progress Code: In-Progress
Unit/Common Area: Clubhouse		Category: Lighting
Date Created: 01/22/2024	Date Completed:	Vendor: RIVER CITY ELECTRIC
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: River City Electric We have received the fans we ordered for the gym. Please install both. The lights leading up to the side pathway to the clubhouse are not working at night. They have been out for a while. A tech had tried to fix it, but they never ended up coming on that night. Same with the ground lights around the flagpole. They have not been working for some time and are supposed to come on at night as well. Please look into these issues and fix accordingly. Thank you!		
Notes:		
WO#: 1188837	Status: Open	Progress Code: Request Sent
Unit/Common Area: 2287 Swarthmore Dr		Category: Roof Leak
Date Created: 01/22/2024	Date Completed:	Vendor: ADVANCED ROOF DESIGN INC
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Advanced Roof Design There is moisture on the ceiling over the living room in this one-story unit. Please inspect and fix as needed. Pictures are included for your reference. Please call the homeowner Pete Montgomery (916) 468-8697 Thank you,		
Notes:		



Work Orders Nepenthe Association

WO#: 1188236	Status: Open	Progress Code: Request Sent
Unit/Common Area: 1515 University Ave		Category: Siding
Date Created: 01/18/2024	Date Completed:	Vendor: Critical Path Reconstruction Inc
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Mike Homeowner claims: "My drain pipe separated from the gutter and appears to have taken some of the siding with it. The pipe is in the back yard on the right side of the kitchen." Can you please evaluate the following report I received from the owner at 1515 University Ave. Since the owner mentioned that the siding has also come off, I figured we'd just have CPR evaluate. Thank you!		
Notes:		
WO#: 1187494	Status: Open	Progress Code: Request Sent
Unit/Common Area: 2315 Swarthmore Dr		Category: Siding
Date Created: 01/12/2024	Date Completed:	Vendor: Critical Path Reconstruction Inc
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Mike Can you inspect the siding of this house and determine whether it can wait until phase 3 or if something needs to be done sooner. Please call the homeowner Nancy listed above. Thank you,		
Notes:		
WO#: 1187430	Status: Open	Progress Code: Request Sent
Unit/Common Area: Cabana- Dunbarton		Category: Electrical
Date Created: 01/12/2024	Date Completed:	Vendor: RIVER CITY ELECTRIC
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: River City Electric The lights over the counter in the Dunbarton cabana party room in the kitchen are not working. Please evaluate. Thank you		
Notes:		



Work Orders Nepenthe Association

WO#: 1186931	Status: Open	Progress Code: Request Sent
Unit/Common Area: 1123 Commons Dr		Category: Roof Leak
Date Created: 01/09/2024	Date Completed:	Vendor: ADVANCED ROOF DESIGN INC
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Advanced Roof Design There is a roof leak on the second floor over the hallway at the top the stairs. Please fix. Please contact Carter Todd at (279)- 336-0962		
Notes:		
<hr/>		
WO#: 1186596	Status: Open	Progress Code: Request Sent
Unit/Common Area: 1057 Commons Dr		Category: Handyman
Date Created: 01/08/2024	Date Completed:	Vendor: ELITE Service Experts
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Mike There is a light out behind unit 1057 Commons in the alley. It should just be the bulb. Please replace. Thank you,		
Notes:		
<hr/>		
WO#: 1186258	Status: Open	Progress Code: Request Sent
Unit/Common Area: 2265 Swarthmore Dr		Category: Roof Leak
Date Created: 01/04/2024	Date Completed:	Vendor: ADVANCED ROOF DESIGN INC
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Advanced Roof Design. Hello, the homeowner called and said there is a leak in his garage roof. There is a noticeable stain by the entrance- the man door. He believes water is going under one of the shingles. Please inspect and fix as needed. Please contact homeowner. Thank you!		
Notes:		



Work Orders Nepenthe Association

WO#: 1185667	Status: Open	Progress Code: Request Sent
Unit/Common Area: 604 Elmhurst Cir		Category: Roof Leak
Date Created: 01/02/2024	Date Completed:	Vendor: ADVANCED ROOF DESIGN INC
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description:	Advanced Roof Design I have included a photo of the downspout at 604 Elmhurst that has two 90-degree angles making it difficult for leave and debris to filter through creating clogs. Our gutter cleaning vendor cannot get to this area to clean and with the rain, we are hoping to have this cleared. We would like you to evaluate this and replace with a better alternative that creates less harsh angles and allows better flow. Thank you,	
Notes:		

Management Report 02.07.2024.pdf

Management Report

Board Meeting Date: February 7, 2024

Submitted by: Dusty Favichia, General Manager

Facilities:

- Advanced Roof Design completed a roof repair at the main Clubhouse on January 17th. BluSky Restoration stabilized the affected area directly above the main entrance of the Clubhouse lobby. BluSky has since completed all the necessary demolition and remediation work. Clear Tech Environmental completed the mold test and provided the clearance. Proposals for the build back repair work are now being obtained.
- New ceiling fans have been installed in the gym facility.
- Minor repairs were completed by Elite Service Experts at the Dunbarton Cabana facility in January including items such as light bulb replacements, the hot water heater was braced, paintings re-hung correctly, doorstop installed, and first aid kit added. A cabinet for the fire extinguisher has also been ordered and will be hung as appropriate. Elite Service Experts will be inspecting the Cabana for repairs every Wednesday moving forward.
- A deep cleaning of the Dunbarton facility was completed in January by Custom Care Services which included carpet cleaning.
- In Management's and the Board's efforts to address trespassing and break-in issues at the Dunbarton facility, meetings were had with 3D technology Services, who maintain our electronic access doors, as well as with Securitas in January to discuss needed door repairs and/or replacements, adjustments and other security monitoring options to better secure the facility. While Management and the Board continue these efforts, the Dunbarton spa will remain closed at this time.

Water Meters:

- The City of Sacramento has recently completed a water meter installation project to install master water meters for Nepenthe. Wood Rodgers will be providing consulting services to support Nepenthe's water meter billing conversion and will develop a road map to convert the billing process in a manner that can be implemented by the Association. You will see re-occurring updates on these efforts as they develop in the monthly Newsletter, as well as status update reports during the monthly open board meetings.

Landscape:

- It was brought to Management's attention that a homeowner in the community was spotted spray painting various plants on Dunbarton Circle with black spray paint. These

plants consisted of shrubs and bushes that were recently lightly marked with white spray paint by Carson Landscape in a pre-approved effort to coordinate necessary plant removals for the siding and painting project work. This is considered vandalism and if it occurs again, the board will take legal action.

Other Updates:

- The Board Treasurer, Board President and Management met with the Association's CPA Bill Erlanger who provided answers to various questions and provided helpful insight on the tax process.
- A meeting with Bob Browning of Browning Reserve Group has been scheduled in February to discuss the 2024 Reserve Study update with the Board.
- A future meeting is set to be scheduled with Rick Russo to discuss the renewal of Nepenthe's Master and Flood Insurance Policies.

Architectural Committee Minutes_January 2024.pdf

NEPENTHE ARCHITECTURAL REVIEW COMMITTEE MINUTES
Thursday, January 11, 2024

October 12, 2023, Thursday, at 5:30 pm, conducted in person only.

Members present: Alan Watters, chairperson; Ken Luttrell; Paul Serafimidis.

Members absent: Allen Davenport (excused); Lee Blachowicz (on leave).

Also present: Markus Dascher, Board Liaison; Kathleen Travers.

Meeting was convened at 5:30 pm.

A. Introductions.

B.1. Homeowner requests not voted on:

1. **1100 Dunbarton Circle** – Requested is the emergency replacement of the HVAC system in this 3300 model. This replacement was done as part of HOA-directed urgent project to replace the backyard fence, remove a tree root that was damaging the fence and threatening the HVAC’s outdoor compressor. The new HVAC system was installed on January 10, 2024. The contractor was Buckley Heating & Air. The application was incomplete, and the committee is awaiting supporting documents.

B.2. Homeowner Requests Recommended to be Approved: (With conditions if so noted.) (All votes unanimous unless otherwise noted).

2. **1335 Vanderbilt Way** – Replacement of four windows is requested for this 2000 model. Four dual-paned Milgard Tuscan windows in exterior color “Bronze” are to be installed in the living room, dining room, front bedroom and kitchen. This window product has been approved before several times. The only change in configuration with these windows will occur with the kitchen window which is to be a non-opening picture window. Because the kitchen window faces into the backyard and is mostly not visible over the back fence, the committee is allowing this change from the original “half-vent” ½-½ window. Voting was conducted by email, with all four active members voting in the affirmative on January 30, 2024.
Approval Recommended.

B.2.A. Homeowner Requests Approved via Emergency Approvals: none.

B.2.B. Homeowner Requests Not Recommended for Approval: none.

C. Old Business:

1. **Updating the ARC “Rules” and associated forms:** The Rules need to be checked by Alan.

D. New Business:

2. Board Liaison Markus Dascher again raised concerns and issues with HVAC installations being done without approval or with refrigerant lines rules

installed on top of the exterior siding. One possible remedy might be that a note should accompany future application forms for HVAC replacements advising that “after-construction-inspections” will be performed to confirm that existing refrigerant lines within the building wall have been used. Another might be to add to the application form or HVAC questionnaire words to the effect that the HOA will not allow incorrect installations and will take action. Paul some months back has proposed changes to the questionnaire, improvements the committee needs to review.

E. Estoppel Inspections: none.

F. Notices of Completion: Alan signed several.

Meeting adjourned at 6:37 pm.

Respectfully submitted, Alan Watters, A.R.C. chair

Grounds Committee Minutes_January 2024.pdf

Grounds Committee Meeting Minutes

January 18, 2024 @ 3:00 PM
Nepenthe Clubhouse

Members Present

Jim Shaw, Chair & Zone 2 Steward
Theresa McCrackin, Zone 1
Diane Durawa, Zone 2
Lisa Tafoya, Zone 3
Pam Livingston, Zone 4
Kathryn Schmid, Zone 4

Don Ellwanger, Zone 5
Jean Dascher, Zone 5
Kathy Waugh, Zone 6
Linda Cook, Zone 7

Also Present

Christina George, Board Liaison
Dusty Favichia, General Manager
Julienna Michel, Admin Asst
Oscar Lopez, Carson
Paul Dubois, Grove

Absent

Joleen Hecht, Zone 3
Joan Trotta, Zone 4

Homeowners Present

Paula Connors, Mary Gray, Ashley Tangerass, John Bloomer, Courtenay Delfin, Julie Zumalt,
Dan Durawa

AGENDA ITEMS

Jim called the meeting to order at 3:00pm.

Grove Tree Report

Grove Arborist, Paul Dubois, discussed the process for approving tree work through the City of Sacramento. Nepenthe has approximately 2,800 trees which includes 420 City owned trees. The City trees are located along the Howe Avenue Berm (zones 1 & 3) and at the end of Commons Drive at the roundabout. Grove has petitioned the City for a couple of years to prune the city trees along Howe Avenue. The City responded to the petition, saying that they will do that work when it comes up in their cycle. The City is currently on a 7-year pruning cycle on the management of their trees.

Paul gave an example of a City-owned cedar tree alongside Howe Avenue that Grove recently removed. The City arborist acknowledged that the tree's condition warranted a removal, however, the City was prepared to leave it because it did not pose a risk to Howe Avenue. The City did acknowledge that if the tree's defect would cause it to fall, the tree would fall into Nepenthe property. Therefore, they offered to give Nepenthe a tree removal permit but with the stipulation that the removal would be at our cost. We agreed to this condition since Nepenthe HOA is legally responsible for the preservation of homes and common areas.

Carson Report

The following services are scheduled for February

- Field weed spray
- Irrigation has been turned off for the last 3 months
- Fruit Prevention spraying for plum trees
- Pre-Emergent in Planter Beds
- Pre-Emergent for turf areas plus fertilizer w/Baricade

2024 Zone Walk Discussion

Jim Shaw presented information on a recent tour with siding and painting contractors and discussed the issues involved with plantings that are too close to the buildings and fences. **A motion was made by Theresa and seconded by Linda:** For the duration of the siding and painting project, conceptually change the zone walk format to include 2 goals. One goal is to precede the project work to identify the landscaping that needs to be removed to permit better access and work quality and then remediation to follow the finish of the work on the building. The second goal is for stewards to continue to identify issues and bring them to the Committee and to respond to homeowner landscape requests. The consensus of the Committee voted 'aye'. How to manage and schedule this new concept was deferred to the February meeting.

Review Board Expectations of Grounds Committee and Organization Chart & Communication Flow Chart

Deferred to the February meeting.

Chair, Jim Shaw informed the committee that he would be stepping down as Chair but that he would continue to serve as a member and zone 2 steward.

Board Liaison, Christina George, asked the members to contact her if anyone was interested in serving as Chair.

Adjourned 5:30 pm

Outreach Committee Minutes_January 2024.pdf

Nepenthe Outreach Committee Meeting Minutes

January 10, 2024

4:00PM

Nepenthe Clubhouse

Present:

Marcy Best, Chair
Nancy Arndorfer
Theresa McCrackin
Jan Beale
Pat Furakawa
Hallie Henle
Gerry Gelfand
Carol Duke
Ann Bennett
Marie-Louise Nelson-Graves
Tonae Hasik, Liaison to The Villages
Cheryl Nelson, Board Liaison
Joan Barrett, Secretary

Not Present:

Joyce Earl
Bonnie Jacobson

Guests

Karen Lowrey

The meeting was called to order at 4:00PM by chair, **Marcy Best**.

The previous minutes for December 2023 were not addressed.

Old Business

Hallie reported that the following residents moved into Nepenthe in December and were given a welcome packet:

Daniel Corkill- 511 Dunbarton
Donald and Annette Black- 704 Elmhurst
Marilee Keene - 1045 Vanderbilt
Gregory and Sharon Thomas - 1039 Commons

Treasury Report- Marcy said that there was not a report at this time due to fact that some receipts for the Holiday Party have not been submitted and/or reconciled

Holiday Party recap-Hallie mentioned that the recap in question is still in progress. She listed areas of information that remain incomplete. **Gerry** was pleased that there were so many new people and non-committee members that volunteered to be part of the event and expressed hope that we could continue to bring in more folks to participate and feel part of the community and the committee.

NY NYE Party recap- Marcy asked for input from the committee members that attended the party. The response was positive from the attendees. There was too much food but since everyone brought something and we had leftover food to cook from the Holiday Party, that was decided to be an inevitable result and better than the alternative.

New Business

Marcy distributed a list of the 16 events, mostly large, that the committee accomplished in 2023, along with a current year calendar and ideas for events to add to the committee's responsibilities. **Karen** listed, besides National Holidays, the known dates for Neperthe events on information she provided to the committee.

Discussion of which events to delete, keep, add or change occupied most of the meeting. Committee members that have stepped up to chair specific events and to manage the sub-committees that they organize are:

Bunco/Bingo- February 29, Gerry chair

Rock Painting- March 2, Bonnie chair

Homeowners Forum/Ice Cream Social- June 23, Nancy chair, Carol, Theresa

Jazz by the Pool- Marcy chair

Halloween- October 26, Ann chair

Holiday Party- December Marcy and Gerry co-chairs

NYE- December 31, Joan chair

The following events have no general chair as of this date:

Easter Egg Hunt

4th of July

Caroling

Kitchen Committee It was announced that the kitchen area is now under the wing of the Outreach Committee. **Karen, Jan and Theresa** will inventory the kitchen contents, create a shopping list of supplies required and obtain supplies on an on-going basis.

The meeting was adjourned at 5:15PM

Respectfully submitted,

Joan Barrett, Secretary

Information to the Board

There is no information to the Board at this time.

Request for Board action

There is no request for Board action at this time.

Next Outreach Committee Meeting will be Wednesday, February 14th at 4:00PM- Nepenthe Clubhouse

Finance Committee Minutes_January 2024.pdf

Minutes – Finance Committee Meeting

January 29, 2024, 4:30 pm

Present at last meeting: Will Vizzard (m), Don Landsittel (m), Nina White (m), Susan Timmer (m), Dusty Favichia (Manager), Bill Henle (Board liaison), Karla Chung (First Service Financial); Observers: Ashley Tangeraas, Karen Lowrey, Markus Dascher, Cheryl Nelson, Christina George, Peter Pelkofer.

- 1) Approval of November minutes – Approved via email. Link to Zoom recording of meeting: <https://nepenthehoa.com/finance-committee/>
- 2) Karla Chung, First Service Financial, Senior Vice President- Ms. Chung advised the FC that in the next 2 weeks, there will be \$4m in CDs ready to roll over. Ms. Chung examined the spending rates from our last fiscal year to extrapolate next year's cash flow forecast and noted the amount of cash readily available (in money market accounts). With this information, she constructed a proposed ladder of investments instruments that varied in length of their term, providing us with cash when we are likely to need it in the next 3 months. She stated that according to their analyses, peak long-term interest rates were hit in the fall and that the Fed is poised to reduce interest rates later this year. For these reason, she believed there were advantages to locking in longer-term intstruments as much as we were able.

As background on the investment strategy for Nepenthe, Ms. Chung stated that the Stirling-Davis Act governs the management and operation of HOAs. These laws state that HOA Reserve Funds can only be invested in Federally insured products or credit-union products. The HOA's liquidity needs primarily determine its investment strategy. When CDs mature, current standard operating procedure is that they be automatically rolled over into 30-day instruments if a decision has not already been made about their disposition.

As background First Service Financial and their relationship with Morgan Stanley, Ms. Chung stated that First Service involves Morgan Stanley when the HOA has substantial funds and could benefit by having a brokerage account to improve efficiency and oversight. First Service does not earn any money from Morgan Stanley. Morgan Stanley waves all maintenance fees for clients of First Service Residential.

After some discussion Mr. Vizzard moved to recommend that the Board accept First Service Financial's proposal with the caveat that the Board re-examine HOA liquidity needs in conjunction with management. Mr. Landsittel seconded the motion. The motion passed unanimously.

- 3) Updates from Management/ Board
 - a. Siding and painting- Mr. Henle stated that Phase 1 is now scheduled to finish late June/early July.
 - b. Landscape- No news on landscape
 - c. Flood insurance- Because of a problem with timing in getting the invoice for premiums, management awareness and communication with First Service, there was some delay in payment of invoices. As a result, homeowners received cancellation letters before receiving confirmation of their flood policies. Mr. Landsittle asked about the effects of this mixup on mortgagors. Mr. Henle stated

that there would be no issues for mortgage lenders because Nepenthe is not in a flood zone, so insurance is not required.

- 4) Reserve study: questions, issues for next year (running list for Browning)
 - a. Siding-
 - i. What is the impact on the reserve study of using a product with a higher anticipated useful life than T1-11?
 - ii. Extending siding cycle from 6year to 12 years
 - b. Painting-
 - i. Make sure that paint cycle syncs with the siding cycle.
 - ii. Determine whether there is value in Including a mid-cycle touch up
 - iii. What is lifespan of the current painting product
 - c. Tennis courts-
 - i. Resealing costs
 - ii. Elmhurst courts
 - d. Landscape-
 - i. Turf irrigation changes per AB1572
- 5) Old business:
 - a. 2023 Landscape expenditures- Ms. White asked how we deal with the fact that our reserve funds were expected to be \$653K higher than they actually were. Timmer explained that the reserve totals are trued-up at the end of each year. In other words, expectations are adjusted according to the actual amounts. Additionally, Browning uses actual spending and reserve totals to generate his yearly reserve study. In this way any changes between what was expected and what actually happened is incorporated into a new plan ensuring that we have enough money to pay for planned expenses each year over 30 years. This \$653K will be recouped over many years by cutting costs and increasing reserve contributions. Timmer stated that the reserve study has a 3-5% increase in reserve contributions built into the plan over 30 years. Mr. Landsittel emphasized the importance of considering revenues and savings to avoid a deeper hole.
 - b. 2023 Landscape expenditures Ms. White mentioned her concern that we paid some landscape-related contracts before they were complete. Mr. Vizzard agreed that this was concerning.
 - c. Budget forum- Ms. Timmer stated that Ms. Foust requested that we push the Budget Forum originally planned for March back to the end of the summer.
 - d. Water Billing- Wood-Rogers was contracted to orchestrate the process of billing the HOA for water use. The billing conversion must be made by 2025.
- 6) New business:
 - a. Siding- projected costs- After a discussion of the need for more information about the durability of DuraTemp siding so that Browning could make more accurate projections about future siding costs, Ms. White volunteered to count the total number of siding panels in each type of unit. The FC agreed that it would help.
 - b. Budget meeting with Browning- The Board will meet with Browning in February to hear about the Reserve Study plan. Timmer will be invited to that meeting.
- 7) Next meeting- February 26, 2024

22 Adelphi RE Fitness Center Hours 01.27.2024.pdf

Dusty Favichia

From: CA - Nepenthe HOA
Sent: Monday, January 29, 2024 9:32 AM
To: Dusty Favichia
Subject: FW: To the attention of the Board

From: Steve Dunn <stevedunn755@gmail.com>
Sent: Saturday, January 27, 2024 10:03 AM
To: CA - Nepenthe HOA <Nepenthe.HOA@fsresidential.com>
Subject: To the attention of the Board

You don't often get email from stevedunn755@gmail.com. [Learn why this is important](#)

To the attention of the Board

From: Steve & Roberta Dunn
22 Adelphi Ct

Re: Fitness Center hours.

Hi,

We would like to request you consider extending the fitness center hours, opening at 6:00am instead of 7:00am.

We have been working out at 6:00am since we moved in a year ago allowing us to get a workout in, shower & get to work by 8:00am. Apparently, our access was allowed by accident, due to an error in the security system setup that was recently corrected, limiting access to 7:00am. This makes it impossible for us to workout.

We would regularly see other residents in the fitness center at this hour, so we know we are not the only residents impacted by this restriction and we ask for your consideration of accommodation of one additional hour of access.

Thanks in advance for your consideration.

Steve & Roberta Dunn
503-310-2591

812 Dunbarton RE Landscape 01.28.2024.pdf

John F. Bloomer
812 Dunbarton Circle
Sacramento, CA 95825

1/28/24

To: Nepenthe Board of Directors

From: John Bloomer
812 Dunbarton Circle

Subject: Lawn Remediation

Dear Board of Directors:

I am following up on a letter I sent to you on 9/6/23 asking that you approve a Service Request I had originally had submitted on 9/19/22. Since then, I have attended about four Grounds Committee meetings and have submitted one or two sketches of what I thought would be a solution to the unsightly landscape in front of our home.

On 8/11/23 I received a note from Nirmal Dhesi stating that the Grounds Committee had completed their review of the Request and that "the ranked recommendations will be forwarded to the Board". At the 1/18/24 meeting the Committee asked that I provide a written list of things that needed to be done in order to complete the work. That list is enclosed.

Would you please let me know what you plan on doing and when you will do it.

Respectfully,

A handwritten signature in blue ink, appearing to read "John Bloomer", is written over a large, light blue circular scribble.

John Bloomer

January 30, 2024

812 Dunbarton Circle

Landscape Remediation Plan

- **Left of front sidewalk:** Move existing Hydrangea now over shadowed by Japan-Aralia forward to get more sunlight. To allow for the hydrangea, move existing plants to left as necessary. Move one dwarf azalea to right of walk. Remove and discard all other existing dwarf azaleas. Replace with narrow stone border and/or mulch.
- **Right of front sidewalk:** Extend existing flower bed towards curb to accommodate planting of the azalea moved from left of walk. Extend flower bed to meet a newly installed decorative stone border along curb. Stone border to extend from front sidewalk to driveway and up driveway to garage.
- **Main area right of sidewalk.** Remove all turf above stone border. Cover with mulch. Plant bushes as needed. Remove old and overgrown Japanese Privets from in front of fence and replace with small, attractive bushes and plants. Cover bare spots around existing trees with mulch and refresh existing mulch as necessary. Leave existing row of Ivy in place.
- **Left of driveway:** Extend new stone border from curb to garage.

1213 Vanderbilt RE Landscape 01.29.2024.pdf

1213 Vanderbilt Way
Sacramento, CA 95825
January 29, 2024

Nepenthe Association
1131 Commons Drive
Sacramento, CA 95825

Dear Members of the Board:

I have lived in my home at 1213 Vanderbilt less than three years, and I love it and plan for this to be my forever home. When I moved in there were three Birch trees in the small area in front of my house. They have all since died and have been removed and their stumps ground. That area is a bit of an eyesore and I was told it was not listed for replanting anytime soon. Frequently, as I walk around our villages, I have noticed there are quite a large number of areas that have been cleared of vegetation and are mostly barren.

The intention of this letter is to request permission to get two free trees from the Sacramento Tree Foundation and plant them myself. From 2011 to 2017, I was a member of the Sacramento County Master Gardeners, and I have been an avid gardener and landscaper for most of my life. I only stopped volunteering because I had a detached retina that required five surgeries over 2017 and 2018 and was told not to lift more than five pounds. I have since healed and can return to gardening.

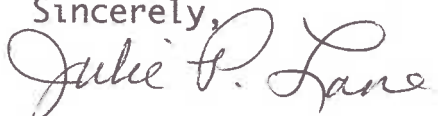
I called the Sacramento Tree Foundation and was told that I would qualify for two trees if I received permission from our HOA. After doing some research I decided that an Eastern Redbud and a California Bay Laurel would work nicely in that area. I planted both of these trees at my last residence that I lived at for 41 years before moving to Campus Commons. Both trees were beautiful and very easy to grow. I have included pictures of each variety.

My thoughts are that the sooner these trees are planted the better chance they have of thriving as it's best to plant trees

in the dormant season. I would be saving our association the cost of having Carson provide the trees and the labor as I am able to landscape that area at no cost to our association. After completion, I would expect the grounds committee to inspect it and if it didn't meet their standards, I would removed it.

Please consider my request. I know I can do a good job and can make that area in front of my living room window look lovely and fit in perfectly with the landscaping of Nepenthe village.

Sincerely,



Julie P. Lane

Ph. Home (916) 481-0763
Cell (916) 396-7431



While this tree is lovely all year round, it is most well-known for its beautiful display of small pink flowers in the spring. The Eastern redbud is a low-maintenance and fast-growing tree that will thrive anywhere with consistent watering. After blooming in the spring, it leafs out with small, heart-shaped leaves that provide dense shade all summer long before turning a soft gold color in the fall.

Eastern redbud characteristics

Want free trees for your home?

Size: Small

Height: 20-30 feet

Width: 20-30 feet

Request an appointment today with one of our community foresters to receive free trees and expert advice for your property in Sacramento County.



This fragrant evergreen is best known as the source of bay leaves, which are commonly used as an herb in cooking. The sweet bay has thick glossy leaves and an attractive ornamental shape. In the spring, it grows tiny clusters of soft yellow flowers that can occasionally produce small fruits if other sweet bay trees are nearby to pollinate them. Sweet bay grows at a moderate pace, and is a hardy and drought-tolerant shade tree that provides excellent screening.

Sweet bay laurel characteristics

Size: Medium

Height: 35-45 feet

Width: 30-40 feet

Growth Rate: Moderate

Water Needs: Low

Sunset Zones: 7, 8, 9, 14

Want free trees for your home?

Request an appointment today with one of our community foresters to receive free trees and expert advice for your property in Sacramento County.



<https://sactree.org/trees/sweet-bay-laurel/> 01/03/Laurus-



<https://sactree.org/trees/sweet-bay-laurel/>



<https://sactree.org/trees/sweet-bay-laurel/>

Ashley Tangeraas_Response to Board 01.04.24.pdf



NEPENTHE ASSOCIATION

1131 Commons Drive, Sacramento, CA 95825

916.929.8380

nepenthe.hoa@fsresidential.com

December 21, 2023

Ashley Tangeraas
1317 Vanderbilt Way
Sacramento, CA 95825

Dear Ashley,

At the November Open Board meeting you alleged that you had proof that Markus Dascher had received preferential landscaping attention on homes where he is the listing sales agent. At the December Board meeting the Responses to Homeowner Comments requested you supply your evidence. To this date, neither this office nor any Director has received a response from you.

If you do not provide your documentation by January 2, 2024 then we will determine that no documentation exists to support your allegation.

Thank you,
On behalf of the Board of Directors

Dusty Favichia
General Manager, Nepenthe Association

Dusty Favichia

From: tangeraaas@icloud.com
Sent: Thursday, January 4, 2024 12:29 AM
To: Dusty Favichia
Subject: Corrected version

Follow Up Flag: Follow up
Flag Status: Flagged

I had some typos. So sorry you are the middleman. Please use this version instead. Thanks

Dusty,

Sorry this is late, but I have a massive project going on at my house and lost track of the date. This is in response to your email and letter in December 21st regarding my comments at the November meeting concerning the landscaping improvements at properties listed and sold by President Dasher.

I do not intend to provide you any proof to support my comments. I stated my opinion and what is obvious to anyone who wishes to observe the landscaping improvements. Given that Markus Dasher sells homes in Nepenthe and is President of the Association, it appears more than coincidental that homes he has marketed receive landscaping improvements.

The Board can conclude or determine whatever they wish from my refusal to provide proof or documentation of my statements. My refusal proves nothing. I have stated my opinion. Did President Dasher recuse himself from voting on landscaping improvements for properties he is marketing?

I do not think that the Board packet is the appropriate forum to pursue homeowners that are critical of the Board nor is it a place to highlight favorable comments toward the Board, using the board packet as a political tool. I have seen errors in fact and passive aggressive comments toward homeowners in the board packet. This is my opinion and others might disagree with this comment. I appreciate the effort that's being made to address homeowner concerns, but the fact remains that one can never be sure what the details are with respect to the date, cost, exact location, specific plant list, etc. as many completely generic landscape proposals are approved in executive session bypassing the Grounds Committee. Quite often, the proposal lists an address but surrounding areas are also renovated like where we remediated around the trees that fell during last January's storm. The argument has been that it's common area and the listed address is generic and just a "pinpoint on a map." To top it off, the proposals and invoices don't include a plant list so I cannot match things up that way either. My "opinion" argument shall remain sufficient as we don't have accurate records of landscape work.

As a former director, I've been subject to criticism and believe it's part of the job and certainly not worth pursuing homeowners. This matter should have been dealt with privately and therefore I do not give my permission for response to be published nor mentioned in the board packet.

Thanks,

Ashley Tangeraaas

Election Records Request_Rcvd 12.28.2023.pdf

Inspection of election records

To Dusty Favichia <dusty.favichia@fsresidential.com> Blind copy Ashley Tangeraas <tangeraas@me.com> • Mary Gray <marygray@stanfordalumni.org> • Nina White <ninawhite13@gmail.com>

Hi Dusty,

After last night's meeting I am even more concerned about the conduct of our Directors. I have decided that some information gathering is in order prior to the next election in six months.

Please consider this a formal request to inspect the election records from the last directors election. It is not a request for a recount or a challenge to the election results. It is also not a request for you to copy or provide me copies of any election materials. It is a request for all election materials to be made available for my inspection and review in accord with the California Civil Code. My understanding is that includes, but is not limited to returned ballots, signed voter envelopes and voter list of names. I also wish to review any rejected ballots and signature envelopes.

I assume the review process will take some time and an appropriate location at the clubhouse. Please let me know when it is convenient to come by and discuss how best to accomplish the inspection. Thank you,

Peter

Peter Pelkofer, Homeowner
1019 Dunbarton Circle
916-803-2085

**FNL RESPONSES TO JANUARY 2024 OPEN MEETING
COMMENT.pdf**

RESPONSES TO JANUARY 2024 OPEN MEETING COMMENTS and CORRESPONDENCE

Please note these responses will always be attached to packets for Open Board meetings following the meeting where the comment was made and the monthly newsletter. As time, quantity of homeowner comments, and level of research necessary to prepare full and accurate responses, permits these responses may also be emailed mid-month after the meeting date mentioned in the heading.

1. Carol Duke, Homeowner: Carol made comments regarding the current meeting: 1) the financial information presented in the spreadsheet can look perfect if you don't know the details; 2) from her observations, the roots lifting the compressor at 1100 Dunbarton came from a tree on a neighbor's patio and that should have implications on the expense and responsibility. Carol states that, at the December 27 meeting, the motion to change the minutes was not clear before a vote was taken and, therefore, the result is null and void. It appears that there is a move to limit homeowner comment. At the December 27 meeting there appeared to be a rush to end the meeting and there was only one homeowner comment period. It is standard to have 2 sessions. If the Board is changing the pattern, it should be announced to the community ahead of time. [The Board President stated that the agenda and number of homeowner comments sessions is at the discretion of the Board and the agenda is issued ahead of time, thus giving notice of the number of comment periods.]

Board Response: Thank you for your comments.

2. Paula Connors, Homeowner: Paula has not received a response to her letter that was included in the December 6 Open Meeting packet. She is distributing it again seeking a response.

Board Response: The Board owns Paula an apology. Her letter was not specifically addressed the Responses to Homeowners attached to the January packet. Paula's letter mirrored questions asked by her neighbor, Amy Mickel, who did receive a letter from the Board (included in the January packet). When the oversight was noticed, a letter was also sent to Paula, however, it was too late to reach her before the January meeting. The letter is available for all homeowners to review at page 70 of the January Board packet (<https://nepenthehoa.com/wp-content/uploads/2024/01/Nepenthe-2024-01-03-Open-Session-Packet.pdf>) with attachments to the letter on pages 74 through 89.

3. Trish Meraz, Homeowner: Trish apologized for her hoarse voice. At the December 27 meeting she raised the issue of the allegation in the recall petition about the Member at Large not having authorization to sign documents. Based upon her understanding, the member at large has no authorization to sign unless the Board made an express resolution to permit such signatures. In looking for such evidence, she did not see or hear any. On December 27, she commented that Christina George, given the accuracy of the allegation, should resign and save the HOA the expense of the recall; that is what Trish would have done. Perhaps others at the meeting saw or heard something she did not, if so, she apologizes for not paying attention. She apologizes to Christina.

Trish also wishes to let people know that in 2019 the Howard Jarvis initiative (Prop13) was modified and it no longer true that one's lower tax rate can be inherited by one's children unless the children assume residence in the house.

Board Response: Thank you for your comments.

4. Ricardo Pineda, Homeowner: He's learning how Board communication works. He has sent 3 messages regarding remediation near his residence and not received a response. He has been expecting an email or letter. [Director George referred Ricardo to page 72 of the packet for the Board response.] <https://nepenthehoa.com/wp-content/uploads/2024/01/Nepenthe-2024-01-03-Open-Session-Packet.pdf>

Board Response: Correspondence to the Board is included in the Open Meeting packet for all to review. That correspondence and comments made by homeowners at the Open meetings are, by this Board, replied to in articles we call "Responses to Homeowners". Those responses, where possible, will be released before the next Open meeting via an email blast. Regardless, responses will be in the following month's Board packet. The intent is to share information as broadly as possible to all homeowners. The responses are also included with the newsletter to achieve a broad distribution. As the Board meets only once a month, responses, unless urgent, are necessarily delayed. We encourage homeowners to ask questions about issues or if they are unsure of a process.

5. Pat Singer, Homeowner: Pat thanks the Board as she would not be willing to step up to the position. She appreciates Paul Reeves' information and would like to see such a presentation quarterly. She has 3 points to make: 1) Given Paul Reeves' comment that it is important to paint every 8 years, she is hoping that the Board has set up funding and planning for such a schedule; 2) Trim and caulking may not also last as long as the Duratemp siding material and she is hoping the Board is also funding and planning for inspection and repairs for those items rather than waiting for 12-year siding cycle. When we finish phase three, is there a plan to go back to evaluate phase one?; 3) CPR has replaced several fences where there are gate issues now appearing. Rather than have Elite make repairs, she suggests holding CPR responsible for their work.

Board Response: The Browning Reserve Study is the planning document for anticipated future replacement and repair. The current planned siding cycle is 12 years, painting is 6 years, and each year has reserve line items for painting touchup and siding repairs, as needed, between such cycles. When there are issues with contractor work, please report all such instances to the HOA office for inspection. The office, in conjunction with Board members and liaisons will determine, based upon warrantee periods and other factors, how repairs should be performed.

6. Ashley Tangeraas, Homeowner, and past Board Member: On December 6, 2023, the Board received a recall petition. The Board's Attorney confirmed the validity of the petition; 5% of the homeowner signed the petition. The Board rescinded their acceptance of the petition on December 27. The petition documented fiduciary problems, but the law says a Director may be removed without cause. She is calling on

the Corporation code 7511C to have a single ballot vote on April 17, 2024, to recall Christina George.

Board Response: The Board acknowledges the receipt of a document presented by Ms Tangeraas.

7. Peter Pelkofer, Homeowner: Peter wishes people to know he is not only a homeowner, but also an attorney. He has reviewed the bylaws and believes a violation of them has occurred. He would like the Board's attorney to refute that belief.

Board Response: Thank you for your comments.

CORRESPONDENCE TO BOARD

1. A letter from Donald Person, Homeowner was included in the Board packet.

Board Response: Thank you for your comments.

2. A letter from homeowner Kelly Cole, was included in the Board packet.

Board Response: The removal of shrubs along several alleys along Dunbarton was performed to clear access for siding contractors and painters, and to fully expose all areas needing siding repair. From prior siding work performed, the Board had learned having clear access to the siding and fencing was essential. In approving the work, the Board had anticipated several days to notify homeowners, but the contractor's schedule permitted them to begin the day following approval – catching all off guard. The new landscaping will better meet the community needs for clearance between plantings and surfaces as well as help accomplish other goals such as water savings and reduced maintenance costs.

3. Two letters from homeowner John Apostolo were received but not included in the Board packet due to an error. The letters are attached to this file so that all homeowners can view the questions asked and comments made.

Board Response: The January 3, 2024, packet included some answers to the questions asked in these letters. Paul Reeves, project manager for our siding project, also provided information at about clearances needed between plants and siding and fences to prevent damage to wood. The link to the video of the meeting is at: <https://nepenthehoa.com/recorded-board-meetings/> Specific answers about the City trees is contained on pages 65-67 of the January 3, 2024 Board packet. Browning Reserve Study currently projects siding and paint of 12 and 6 years, respectively.

AB1572 is new legislation that is being closely tracked by all HOAs in the State. The Board is in contact with our management company, in contact with other HOAs, on mailing lists for meeting and regulation notices and actively engaged in planning for changes as we learn what is required.

Delegation of authority for the member at large to sign documents has been grandfathered as a Nepenthe practice since at least 2010. No Directors have authority to 'sign checks'. The payment process is as follows. Under contract with vendors (none of which have been signed by the Member at Large), proposals for additional work are presented to the Board for discussion at Executive meetings. Discussion and possible alterations/adjustments to those proposals take place and, once approved by at least 3 of the 5 Directors, the office prepares a work order authorizing the actual work. Once invoiced, the invoice is compared to the proposal and payment information is input into the accounting system. Authorization to make the payment requires the signatures of 2 directors who review the paperwork for accuracy. Once signed by the Directors, the General Manager electronically signs the authorization, setting into process the issuing of a check from the appropriate account.

4. A letter from homeowner Peter Klein was received too late to be included in the January packet. A copy of his letter is attached at the end of this document. Peter has reviewed the siding project, and his observations are included in his letter.

Board Response: The Board has forwarded this letter to Paul Reeves, our siding project manager, for his review and response.

Dusty Favichia

From: CA - Nepenthe HOA
Sent: Monday, December 11, 2023 8:39 AM
To: Dusty Favichia
Subject: FW: Response Requested: December 2023 Homeowners Association Meeting - Follow up

This is in Nepenthe HOA



NIRMAL DHESI
Assistant Community Manager
Direct 9169298380



From: John Apostolo <apostolo.john@gmail.com>
Sent: Sunday, December 10, 2023 6:50 PM
To: CA - Nepenthe HOA <Nepenthe.HOA@fsresidential.com>
Subject: Response Requested: December 2023 Homeowners Association Meeting - Follow up

You don't often get email from apostolo.john@gmail.com. [Learn why this is important](#)
December 10, 2024

To: Nepenthe Homeowner Association Board of Directors
cc: Nepenthe Homeowner Association Manager
Nepenthe Homeowners

I attended the December 6, 2023 Nepenthe Homeowners Association meeting, and left the meeting with the following questions and concerns which I am asking for a Board response.
I am also requesting this communication be included in the January 2024 Board Meeting packet.

1. City tree removal. One homeowner commented that a City of Sacramento (City) tree was recently removed at Nepenthe's expense, in addition to other City tree removal within the Nepenthe footprint.
 - a. How does this removal expense, of a city owned tree(s), demonstrate scarce monetary resource stewardship? Please help me connect the dots on this matter.
2. Landscape Remediation / Painting and Siding. A slide deck was shared at the December 6th Board Meeting illustrating the extensive landscape remediation taking place in conjunction with Phase I Painting / Siding work on Dumbarton Circle. I walked away from the meeting understanding the

1

landscape remediation work is at the behest of the painting and siding contractors citing close proximity of shrubs and other growth to homes making it difficult to replace and paint siding etc. I find this difficult to comprehend. I have owned a home in Nepenthe since 1990, and experienced 4-5 painting and siding cycles, and during this past work shrubs and other growth adjacent to homes has never been an issue. Bushes and shrubs have been trimmed in a reasonable manner. Observing painting /siding work in other Villages, i.e. Village 3, I have not witnessed the extensive shrub removal as demonstrated on Dumbarton Circle.

- a. What is the 1-3-year strategic plan in coordinating painting, siding and landscape remediation, and the projected cost over the life of these projects? What is the impact on reserves once these projects are completed?
- b. Why would the Association not hold future non-contracted landscape work in 2024 until a comprehensive monetary assessment and strategic plan is developed, presented and discussed?

3. Use of Non-Potable Water for Common Area Irrigation. I understand this is the elephant in the room facing the Association in 2029.

- a. Has Nepenthe reached out to the Campus Commons Park Corporation Board to gain an understanding of how their five villages will be addressing this issue?
- b. Has Nepenthe reached out to the City of Sacramento for available resources for planning for 2029?

I look forward to your speedy response

John Apostolo, Homeowner
916-505-4746

Dusty Favichia

From: CA - Nepenthe HOA
Sent: Wednesday, December 20, 2023 11:20 AM
To: Dusty Favichia
Subject: FW: Board Response Requested: Delegation of Authority

URGENT



NIRMAL DHESI
Assistant Community Manager
Direct 9169298380



From: John Apostolo <apostolo.john@gmail.com>
Sent: Tuesday, December 19, 2023 5:54 PM
To: CA - Nepenthe HOA <nepenthe@fsresidential.com>
Subject: Board Response Requested: Delegation of Authority

You don't often get email from apostolo.john@gmail.com. [Learn why this is important](#)

December 19, 2024

To: Nepenthe Homeowner Association Board of Directors
cc: Nepenthe Homeowner Association Manager
Nepenthe Homeowners

I attended the December 17, 2023 Nepenthe Homeowners Association meeting, and left the meeting with the following questions and concerns which I am asking for a written Board response. To be clear this communication is not a challenge to an individual's capability or commitment to the Nepenthe Board of Directors and Nepenthe Homeowners. This is a question addressing Board processes. Please include this letter in the January 2024 Board meeting packet.

1. Delegation of Authority:

Nepenthe's attorney spent approximately 15 minutes explaining delegation of authority citing current Nepenthe By-Laws and State of California Corporation code. The explanation was clear, however, I did not walk away from the meeting hearing if the Nepenthe Board of Directors had delegated signature authority to execute financial instruments and contracts.

- a. When (specific date) did this delegation of authority take place between May 2023 (Board of Directors election) and December 17, 2023?
- b. Did the delegation of authority limit only signing checks on Nepenthe's behalf or provide a more inclusive approval to execute all financial instruments and contracts regardless of contract value or invoice amount?

Had this specific information been shared at the December 17th meeting, through documentation of redacted Executive Session Board minutes, clarity and transparency would have been provided, and the meeting would have taken a different and more productive tact.

I am asking the Board to agenda "Delegation of Authority" at the January 2024 Board meeting for discussion and sharing the process steps taken to assure the proper delegation of authority was passed via Board resolution. If documentation cannot be provided, then delegation did not occur and there is a challenge to the Board of Directors' fiduciary responsibility to the homeowner's and not just one individual board member. Board transparency is important, based on homeowners comments at the December 17, meeting.

I await your speedy response

Regards,

John Apostolo, Homeowner
916-505-4746



ReplyForward

Add reaction

NEP 2024-01-03 Open Session Minutes.pdf

NEPENTHE ASSOCIATION

Open Session Nepenthe Board of Directors

January 3, 2024 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, CA

MINUTES

Directors Present

MARKUS DASCHER TTEE - President
CHERYL NELSON - Vice President
JACQUELYN GREBITUS - Secretary
WILLIAM HENLE TRUSTEE - Treasurer
CHRISTINA GEORGE - Member at Large

Directors Absent

None

Additional Attendees

Dusty Favichia, General Manager, FirstService Residential Management, Inc.
Julienna Michel, Administrative Assistant, FirstService Residential Management, Inc.
Paul Reeves, Construction Manager, Reeves Construction

I. CALL TO ORDER

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

III. REPORTS

A. CONSTRUCTION MANAGER'S REPORT

The Board accepted the monthly report as provided by Construction Manager, Paul Reeves. Additionally, Paul Reeves was in attendance at the meeting and provided a verbal report on Phase 1 of the project, as well as projections for Phase 2.

B. GENERAL MANAGER'S REPORT

The Board accepted the work order report provided by General Manager, Dusty Favichia. Dusty also responded to Board inquiries regarding the service request process and various other matters, and also acknowledged two homeowner correspondence submittals that were not included in the board packet.

IV. COMMITTEE UPDATES

Most Nepenthe Committees did not meet in the month of December 2023; therefore, no meeting minutes were produced with the exception of the Architectural Review Committee.

A verbal report was provided by Alan Watters for the Architectural Review Committee. Additionally, Alan responded to questions from the Board regarding the emergency approval process.

In lieu of an update from the Finance Committee, Board Treasurer, Bill Henle referenced to documents included in the board packet pertaining to Grounds Expenses in 2023. Additionally, Committee Liaison,

Christina George provided a verbal Grounds Committee Report.

Nancy Arndorfer provided a verbal report for the ILS Committee, and Marcy Best provided a verbal report for the Outreach Committee.

V. HOMEOWNER CORRESPONDENCE

The Board acknowledged receipt of all correspondence received and will respond accordingly.

VI. UNFINISHED BUSINESS

A. HOMEOWNER COMMENT AND CORRESPONDENCE FOLLOW UP

The Board stated that written follow up for the December 6th open board meeting, as well as the special open board meetings of; December 18th and December 27th can be found in the published Board Packet for this meeting, January 3, 2024, on the Nepenthe Website. Jackie Grebitus also encouraged homeowners to read these responses. Additionally, Cheryl Nelson was thanked by management for the time she spends on these detailed responses.

VII. NEW BUSINESS

A. MINUTES APPROVAL

Resolved

The Open Session Minutes dated December 6, 2023, and December 27, 2023, were approved as presented.

Motion: JACQUELYN GREBITUS

Second: WILLIAM HENLE TRUSTEE

AYEs: JACQUELYN GREBITUS, CHRISTINA GEORGE, CHERYL NELSON, WILLIAM HENLE TRUSTEE, MARKUS DASCHER TTEE

NAYs: None

► *Resolved*
The motion passed

B. FINANCIALS

Resolved

The Board accepts the Association's income statement for November 2023 comparing actual results to budget, reserve statement, bank statements and reconciliations, check history report and general ledger as presented, subject to an annual audit.

Motion: WILLIAM HENLE TRUSTEE

Second: CHERYL NELSON

AYEs: JACQUELYN GREBITUS, CHRISTINA GEORGE, CHERYL NELSON, WILLIAM HENLE TRUSTEE, MARKUS DASCHER TTEE

NAYs: None

► *Resolved*
The motion passed

C. ARCHITECTURAL COMMITTEE: RECOMMENDATIONS

Resolved

The Board affirms the recommendations of the Architectural Review Committee as noted below:

Address	Improvement	Recommendation
201 Dunbarton Circle	Windows	Approval
1427 Commons Drive	Patio Hardscape	Approval

808 Elmhurst Circle	HVAC	Emergency Approval
801 Elmhurst Circle	HVAC	Emergency Approval
611 Dunbarton Circle	HVAC	Emergency Approval

Motion: WILLIAM HENLE TRUSTEE

Second: CHERYL NELSON

AYEs: JACQUELYN GREBITUS, CHRISTINA GEORGE, CHERYL NELSON, WILLIAM HENLE TRUSTEE, MARKUS DASCHER TTEE

NAYs: None

► **Resolved**
The motion passed

D. APPOINT 2024 INSPECTORS OF ELECTION

Resolved

The Board of Directors appointed the following homeowners in good standing to serve as the Inspectors of Election for the 2024 Election of Directors:

1. Yvonne Del Biaggio
2. Joleen Hecht
3. Diana Vizzard

Motion: CHERYL NELSON

Second: WILLIAM HENLE TRUSTEE

AYEs: JACQUELYN GREBITUS, CHRISTINA GEORGE, CHERYL NELSON, WILLIAM HENLE TRUSTEE, MARKUS DASCHER TTEE

NAYs: None

► **Resolved**
The motion passed

E. APPOINT 2024 NOMINATING COMMITTEE

Resolved

Pursuant to Bylaws Article IV, Section 4.6(a), the Board hereby appoints; Marcy Best, Karen Lowrey and Markus Dascher as Chair to serve as this year's Nominating Committee.

Motion: CHERYL NELSON

Second: JACQUELYN GREBITUS

AYEs: JACQUELYN GREBITUS, CHRISTINA GEORGE, CHERYL NELSON, WILLIAM HENLE TRUSTEE, MARKUS DASCHER TTEE

NAYs: None

► **Resolved**
The motion passed

VIII. HOMEOWNER FORUM

IX. NEXT BOARD MEETING

The Association's next open Board meeting will be held February 7, 2024, at 6:00 pm.

X. ADJOURN

The meeting adjourned at 7:57 pm.

DRAFT

NEP 12-23 Financial_Abbreviated.pdf

Nepenthe's Year To Date Cash Flow

Source		Operations	Reserves
Beginning Balance	1/1/2022	125,828	11,113,960
Plus	Income	4,847,067	
	Reserve Investment Income		524,280
	Contributions to Reserves		3,170,228
	Pending Reserve Expense		196
	Percent Funded Per 2020 Reserve Study		
	Accounts Payable	350,970	
	Processing Fees		
	Due from Vendor		
	Due from Reserve		
Less	Operating Expenses	(1,932,833)	
	Reserve Funding	(3,170,228)	
	Reserve Expenses		(3,903,174)
	Pending Reserve Transfer		
	Due from Vendor		
	Due to Operating	(15,500)	
	Prepaid Insurance		
	Processing Fees		
	Receivable from Management	(900)	
Ending Balance	12/31/2023	193,609	10,905,489

Budget Report

Actual Income - Year-to-date	\$ 5,371,388.17
Budgeted Income - Year-to-date	\$ 4,099,908.00
Produced a positive Year-to-date income variance of	\$ 1,271,480.17
Actual Expenses and Reserve Contribution - Year-to-date	\$ 5,629,862.81
Budgeted Expenses and Reserve Contribution - Year-to-date	\$ 4,099,908.00
Produced a negative Year-to-date operating expenses variance of	\$ (1,529,954.81)
The two combined variances produced a negative Year-to-date variance of	\$ (258,474.64)

Other Information

Unpaid assessments at	12/31/2023	were:	\$ 29,488.58
Prepaid assessments at	12/31/2023	were:	\$ 52,650.13

NEPENTHE ASSOCIATION
Financial Summary



Fiscal Year End: **December 31, 2023**
For the Month Ended: **December 31, 2023**

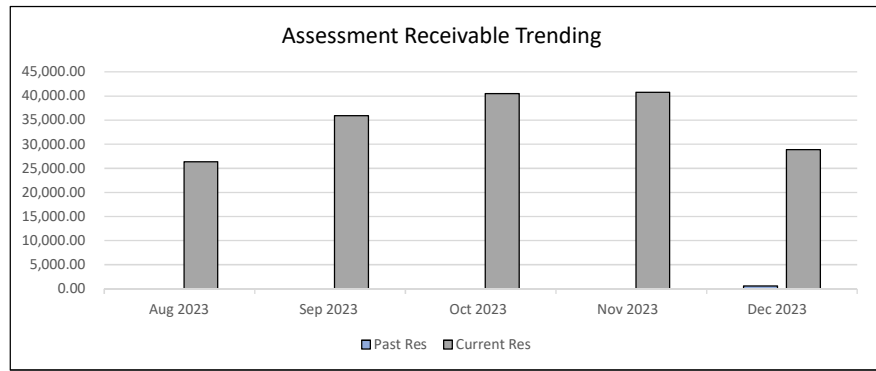
CASH SUMMARY

	<u>This month</u>	<u>Last Month</u>	<u>Change in Cash</u>	
Operating cash	283,494.22	136,564.15	Increase in Cash	146,930.07
Reserve cash	10,905,489.27	11,089,370.93	Decrease in Cash	(183,881.66)
Adj Operating Cash (see note 1)	230,844.09	72,416.37	Increase in Cash	158,427.72
Average budgeted expenses / month	341,659.00			
Average # of months of available cash	0.83			
Percent Funded Per 2018 Reserve Study	186.0%			

ASSESSMENT SUMMARY

Prepaid Utilities	
Monthly Assessment Budget	337,480.00
Assessment Cash Received	348,217.45

<u>Total Assessments Receivable</u>	
0-30 days late (see note 2)	1,138.28
31-60 days late	11,869.52
61-90 days late	5,620.75
over 90 days late	10,860.03
Total Assessments Due	29,488.58
<u>Other Receivable</u>	40,183.57
Total Owners Receivable	69,672.15
Past Residents Assessments Rec.	572.00
Prepaid Assessments	52,650.13



OPERATING SUMMARY

Category	December Expenses	YTD Expenses	YTD Budget	YTD Variance	Negative YTD Variances > \$2000
Utilities	12,270	141,756	112,164	(29,592)	GAS+WATER
Landscape	45,100	561,804	547,536	(14,268)	SPRINKLER+BACKFLOW
Common Area	10,202	175,178	163,800	(11,378)	REPAIR EXPENSES
Management/On-Site Admin	33,504	585,460	511,356	(74,104)	TAXES
Insurance	(5,946)	471,156	513,600	42,444	
Total Operating Expenses	95,131	1,935,355	1,848,456	(86,899)	Spending overbudget year-to-date
YTD Profit/(Loss)		(255,993)			

RESERVE SUMMARY

Contribution to Reserves this month:	187,621.00	Reserve Disbursements this month:	415,107.82
Contribution to Reserves Year-to-Date:	3,170,227.63	Reserve Disbursements Year-to-Date:	3,903,174.09
Interest on reserve funds Year-to-Date:	524,279.79		

ITEMS OF NOTE

1. Adj Operating Cash is calculated by Operating Account Funds minus Prepaid Assessments.
2. In a month with 31 days, assessments owed for that month would be reflected under 31-60 days late.
3. Insurance Claim of \$202,707.63 added directly to reserves, will not reflect on income statement, nor will it offset the budget.

NEPENTHE ASSOCIATION
COMPARATIVE BALANCE SHEET
12/31/2023

c/o FirstService Residential
 15241 Laguna Canyon Rd
 Irvine CA 92618

FirstService Residential CA
 15241 Laguna Canyon Road
 Irvine CA 92618

	CURRENT MONTH	PRIOR MONTH
<hr/>		
----- CASH AND INVESTMENTS		
OPERATING ACCOUNT FUNDS	193,608.85	136,564.15
PETTY CASH	150.00	150.00
RESERVE ACCOUNT FUNDS	10,905,489.27	11,089,370.93
	-----	-----
TOTAL CASH AND INVESTMENTS	11,099,248.12	11,226,085.08
OTHER ASSETS		
DUE TO OPERATING	(15,499.74)	(15,499.74)
DUE FROM RESERVES	15,499.74	15,499.74
RECEIVABLE FROM MANAGEMENT	900.00	900.00
	-----	-----
TOTAL OTHER ASSETS	900.00	900.00
TOTAL ASSETS	<u>11,100,148.12</u>	<u>11,226,985.08</u>
LIABILITIES		

ACCOUNTS PAYABLE	350,970.00	373,137.00
	-----	-----
TOTAL LIABILITIES	350,970.00	373,137.00
MEMBERS EQUITY		

GENERAL RESERVE FUND BALANCE	10,889,989.53	11,073,871.19
OPERATING FUND BALANCE-BEG OF YEAR	115,181.53	115,181.53
CURRENT YEAR INCOME/(LOSS)	(255,992.94)	(335,204.64)
	-----	-----
TOTAL LIABILITIES & MEMBERS EQUITY	<u>11,100,148.12</u>	<u>11,226,985.08</u>

NEPENTHE ASSOCIATION
RESERVE FUND BALANCES SUPPORT SCHEDULES
12/31/2023

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

	PRIOR YEAR BALANCE	BEG BAL REALLOCATION	ADDITIONS THIS YEAR	EXPENSE CURRENT MONTH	PREVIOUS EXP CURRENT YEAR	CURRENT BALANCE
GENERAL RESERVES						
23103 INTEREST ON RESERVE FUNDING	127,480.22	(127,480.22)	524,279.79	0.00	0.00	524,279.79
22872 GYM/WORKOUT FACILITY	28,096.81	393.62	3,300.00	0.00	0.00	31,790.43
22960 PAINTING-INTERIOR RESERVES	19,004.86	262.50	2,208.00	0.00	0.00	21,475.36
23014 CONCRETE REPAIRED RESERVES	105,325.77	5,854.83	49,164.00	0.00	0.00	160,344.60
23058 GENERAL RESERVES	(8,850.00)	8,850.00	0.00	0.00	0.00	0.00
23120 ROOF RESERVES	5,741,296.50	100,787.94	846,252.00	(2,100.00)	(29,224.00)	6,657,012.44
23122 POOL/SPA RESERVES	170,224.32	3,932.20	33,012.00	0.00	(63,601.50)	143,567.02
23127 FENCING RESERVES	272,159.66	7,053.45	59,220.00	(22,244.02)	(456,084.19)	(139,895.10)
23130 CONTIGENCY RESERVES	(32,204.00)	32,204.00	0.00	0.00	0.00	0.00
23133 IRRIGATION RESERVES	296,810.89	14,973.82	125,724.00	(10,015.00)	(97,685.00)	329,808.71
23146 SIGNS RESERVES	41,889.57	529.04	4,440.00	0.00	0.00	46,858.61
23178 PAVING RESERVES	656,448.79	16,618.10	139,536.00	0.00	(99,897.00)	712,705.89
23199 RESERVE STUDY RESERVES	3,586.01	237.48	1,992.00	(1,000.00)	0.00	4,815.49
23201 PRIOR YEAR FUNDING	181,720.00	(181,720.00)	187,620.00	0.00	0.00	187,620.00
L23133 OUTDOOR EQUIPMENT RSRV	(604.42)	6.43	60.00	0.00	0.00	(537.99)
L23135 PAINT EXTERIOR RSRV	1,090,119.16	19,288.33	161,952.00	0.00	(172,715.86)	1,098,643.63
L23136 STRUCTURAL REPAIRS RSRV	2,015,024.79	58,600.66	1,020,705.63	(142,651.30)	(1,160,379.39)	1,791,300.39
N22911 UNDERGROUND UTILITY RSRV	(49,426.06)	1,993.25	17,290.00	(6,665.00)	(33,430.00)	(70,237.81)
N23017 CLUBHOUSE RENOVATION RSRV	377,760.70	4,288.43	36,012.00	0.00	(802.09)	417,259.04
N23130 MISCELLANEOUS RSRV	78,393.79	620.39	5,208.00	0.00	0.00	84,222.18
N23274 TENNIS COURT RSRV	100,193.56	1,874.99	15,744.00	0.00	0.00	117,812.55
N23275 GROUNDS RESERVE	(260,674.11)	14,973.82	351,448.00	(224,940.00)	(606,251.00)	(725,443.29)
N23282 TREE REMOVAL ANNUAL MAINT RSRV	154,538.39	14,973.82	100,000.00	(750.00)	(742,035.50)	(473,273.29)
N22991 POLE LIGHT REPAIRS RSRV	(9,659.00)	883.12	9,340.00	(4,742.50)	(25,765.00)	(29,943.38)
Z29000 PENDING RESERVE EXPENSE	0.00	0.00	0.00	0.00	(195.74)	(195.74)
TOTAL GENERAL RESERVES	11,098,656.20	0.00	3,694,507.42	(415,107.82)	(3,488,066.27)	10,889,989.53

NEPENTHE ASSOCIATION
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----- ACTUAL	---MONTH--- BUDGETED	----- VARIANCE	G/L NUMBER	DESCRIPTION	----- ACTUAL	YEAR TO DATE BUDGETED	----- VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
REVENUE									
348,217.45	337,480	10,737.45	14000	HOMEOWNER ASSESSMENT REVENUE	4,051,300.68	4,049,760	1,540.68	4,049,760	(1,540.68)
5,873.97	2,000	3,873.97	14087	EASEMENT AGREEMENT	28,710.09	24,000	4,710.09	24,000	(4,710.09)
1,633.11	150	1,483.11	14101	INTEREST ON PAST DUE ASSESSMENTS	4,533.42	1,800	2,733.42	1,800	(2,733.42)
50.00	130	(80.00)	14110	KEY REVENUE	760.00	1,560	(800.00)	1,560	800.00
865.00	499	366.00	14113	CLUBHOUSE RENTAL	6,540.00	5,988	552.00	5,988	(552.00)
1,743.54	0	1,743.54	14116	CC&R VIOLATIONS/FINES	1,743.54	0	1,743.54	0	(1,743.54)
225.00	1,400	(1,175.00)	14122	INSURANCE REIMBURSEMENT	18,240.15	16,800	1,440.15	16,800	(1,440.15)
626.00	0	626.00	14132	MISCELLANEOUS REVENUE	1,080.45	0	1,080.45	0	(1,080.45)
247.98	0	247.98	14162	OPERATING INTEREST REVENUE	2,853.42	0	2,853.42	0	(2,853.42)
43,605.16	0	43,605.16	14163	RESERVE INTEREST REVENUE	524,279.79	0	524,279.79	0	(524,279.79)
0.00	0	0.00	14221	FACILITY RENTAL FEE	(600.00)	0	(600.00)	0	600.00
0.00	0	0.00	14229	RENTAL FEES	750.00	0	750.00	0	(750.00)
2,522.70	0	2,522.70	14234	LEGAL REIMBURSEMENTS	2,522.70	0	2,522.70	0	(2,522.70)
0.00	0	0.00	14357	RESERVE CONTRIBUTION	731,155.63	0	731,155.63	0	(731,155.63)
405,609.91	341,659	63,950.91		TOTAL REVENUE	5,373,869.87	4,099,908	1,273,961.87	4,099,908	(1,273,961.87)
RESERVE CONTRIBUTION									
275.00	275	0.00	19572	GYM/WORKOUT FACILITIES RESERVES	3,300.00	3,300	0.00	3,300	0.00
184.00	184	0.00	19660	PAINTING-INTERIOR RES	2,208.00	2,208	0.00	2,208	0.00
4,097.00	4,097	0.00	19714	CONCRETE REPAIR RESERVE	49,164.00	49,164	0.00	49,164	0.00
43,605.16	0	(43,605.16)	19803	GENERAL RESERVE INTEREST	524,279.79	0	(524,279.79)	0	(524,279.79)
70,521.00	70,521	0.00	19820	ROOF RESERVE	846,252.00	846,252	0.00	846,252	0.00
2,751.00	2,751	0.00	19822	POOL/SPA RESERVE	33,012.00	33,012	0.00	33,012	0.00
4,935.00	4,935	0.00	19827	FENCING RESERVE	59,220.00	59,220	0.00	59,220	0.00
10,477.00	10,477	0.00	19833	IRRIGATION RESERVE	125,724.00	125,724	0.00	125,724	0.00
370.00	370	0.00	19846	SIGN RESERVE	4,440.00	4,440	0.00	4,440	0.00
11,628.00	11,628	0.00	19878	PAVING RESERVE	139,536.00	139,536	0.00	139,536	0.00
166.00	166	0.00	19899	RESERVE STUDY	1,992.00	1,992	0.00	1,992	0.00
0.00	0	0.00	19901	PRIOR YR FUNDING	187,620.00	0	(187,620.00)	0	(187,620.00)
5.00	5	0.00	L19833	OUTDOOR EQUIPMENT RSRV	60.00	60	0.00	60	0.00
13,496.00	13,496	0.00	L19835	PAINTING EXTERIOR RESERVE	161,952.00	161,952	0.00	161,952	0.00
41,002.00	41,002	0.00	L19836	STRUCTURAL REPAIRS RSRV	1,020,705.63	492,024	(528,681.63)	492,024	(528,681.63)
1,395.00	1,395	0.00	N19611	UNDERGROUND UTILITY REPR RSV	17,290.00	16,740	(550.00)	16,740	(550.00)
618.00	618	0.00	N19691	POLE LIGHT REPR RSV	9,340.00	7,416	(1,924.00)	7,416	(1,924.00)
3,001.00	3,001	0.00	N19717	CLBHOUSE REMODEL INTERIOR RENOVATI	36,012.00	36,012	0.00	36,012	0.00
434.00	434	0.00	N19830	MISCELLANEOUS RSV	5,208.00	5,208	0.00	5,208	0.00
1,312.00	1,312	0.00	N19974	COMMON TENNIS CRT RSV	15,744.00	15,744	0.00	15,744	0.00
10,477.00	10,477	0.00	N19975	GROUNDS RSV	225,724.00	125,724	(100,000.00)	125,724	(100,000.00)
10,477.00	10,477	0.00	N19982	TREE REM/ ANNL MAINT RSV	225,724.00	125,724	(100,000.00)	125,724	(100,000.00)
231,226.16	187,621	(43,605.16)		TOTAL RESERVE CONTRIBUTION	3,694,507.42	2,251,452	(1,443,055.42)	2,251,452	(1,443,055.42)

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174,383.75	154,038	20,345.75		AVAILABLE OPERATING REVENUE	1,679,362.45	1,848,456	(169,093.55)	1,848,456	169,093.55
				OPERATING EXPENSES					
				UTILITIES					
3,422.02	2,700	(722.02)	15101	ELECTRICITY	41,316.19	32,400	(8,916.19)	32,400	(8,916.19)
2,696.55	1,000	(1,696.55)	15102	GAS	24,007.98	12,000	(12,007.98)	12,000	(12,007.98)
486.09	900	413.91	15103	REFUSE COLLECTION	8,226.51	10,800	2,573.49	10,800	2,573.49
164.24	220	55.76	15105	TELEPHONE EXPENSE	2,261.84	2,640	378.16	2,640	378.16
4,874.62	4,027	(847.62)	15106	WATER	58,713.06	48,324	(10,389.06)	48,324	(10,389.06)
626.81	500	(126.81)	15155	INTERNET EXPENSE	7,230.90	6,000	(1,230.90)	6,000	(1,230.90)
12,270.33	9,347	(2,923.33)		TOTAL UTILITIES	141,756.48	112,164	(29,592.48)	112,164	(29,592.48)
				LAND MAINTENANCE					
45,100.00	45,100	0.00	15500	CONTRACT LANDSCAPE SERVICE	551,400.00	541,200	(10,200.00)	541,200	(10,200.00)
0.00	0	0.00	15505	SPRINKLER REPAIR	2,880.00	0	(2,880.00)	0	(2,880.00)
0.00	528	528.00	15511	BACKFLOW DEVICE TEST	7,524.00	6,336	(1,188.00)	6,336	(1,188.00)
45,100.00	45,628	528.00		TOTAL LAND MAINTENANCE	561,804.00	547,536	(14,268.00)	547,536	(14,268.00)
				COMMON AREA					
3,375.00	2,500	(875.00)	16020	CONTRACT POOL/SPA SERVICE	41,100.00	30,000	(11,100.00)	30,000	(11,100.00)
0.00	0	0.00	16022	POOL EQUIPMENT REPAIR	1,060.00	0	(1,060.00)	0	(1,060.00)
0.00	250	250.00	16027	POOL INSPECTION	3,024.72	3,000	(24.72)	3,000	(24.72)
0.00	0	0.00	18457	PLUMBING REPAIR	2,715.00	0	(2,715.00)	0	(2,715.00)
0.00	0	0.00	18501	EXPENSES TO BE REIMBURSED	(354.31)	0	354.31	0	354.31
346.63	1,300	953.37	18524	MATERIAL SUPPLIES	11,171.10	15,600	4,428.90	15,600	4,428.90
0.00	50	50.00	18526	PEST CONTROL	4,956.75	600	(4,356.75)	600	(4,356.75)
0.00	1,800	1,800.00	18531	JANITORIAL SERVICE	29,419.95	21,600	(7,819.95)	21,600	(7,819.95)
0.00	150	150.00	18532	JANITORIAL SUPPLIES	1,371.90	1,800	428.10	1,800	428.10
0.00	0	0.00	18534	FIRE EXTINGUISHER	178.71	0	(178.71)	0	(178.71)
0.00	0	0.00	18564	SPECIAL SECURITY	(136.00)	0	136.00	0	136.00
1,143.75	500	(643.75)	18579	PATROL SERVICE	5,992.62	6,000	7.38	6,000	7.38
0.00	6,250	6,250.00	18736	GUTTER & DOWNSPOUT CLEANING	45,466.00	75,000	29,534.00	75,000	29,534.00
5,336.72	625	(4,711.72)	18767	REPAIR & MAINTENANCE	27,639.92	7,500	(20,139.92)	7,500	(20,139.92)
0.00	140	140.00	18905	KITCHEN SUPPLIES	912.75	1,680	767.25	1,680	767.25
0.00	85	85.00	18986	FITNESS CONTRACT	659.25	1,020	360.75	1,020	360.75
10,202.10	13,650	3,447.90		TOTAL COMMON AREA	175,178.36	163,800	(11,378.36)	163,800	(11,378.36)
				MANAGEMENT/ON-SITE ADMIN EXP					
150.00	150	0.00	18001	COMMUNITY WEBSITE	1,938.00	1,800	(138.00)	1,800	(138.00)
897.11	100	(797.11)	18003	COMMUNITY EVENTS/PROGRAMS	375.94	1,200	824.06	1,200	824.06

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7,800.00	8,190	390.00	19109	CONTRACT MANAGEMENT	93,600.00	98,280	4,680.00	98,280	4,680.00
0.00	158	158.00	19101	CPA SERVICES	2,245.00	1,896	(349.00)	1,896	(349.00)
0.00	0	0.00	19104	FEDERAL TAX EXPENSE	44,079.00	0	(44,079.00)	0	(44,079.00)
0.00	0	0.00	19105	FRANCHISE TAX BOARD	17,679.00	0	(17,679.00)	0	(17,679.00)
0.00	50	50.00	19106	TAXES & LICENSES	1,862.00	600	(1,262.00)	600	(1,262.00)
3,263.84	1,000	(2,263.84)	19108	GENERAL COUNSEL SERVICE	31,523.95	12,000	(19,523.95)	12,000	(19,523.95)
925.00	3,000	2,075.00	19111	MANAGEMENT REIMBURSABLE	41,468.74	36,000	(5,468.74)	36,000	(5,468.74)
0.00	20	20.00	19112	POSTAGE, ON-SITE	213.85	240	26.15	240	26.15
0.00	60	60.00	19117	DUES & PUBLICATIONS	1,498.88	720	(778.88)	720	(778.88)
35.00	35	0.00	19119	BANK FEES	420.00	420	0.00	420	0.00
14,038.47	20,025	5,986.53	19124	ON-SITE STAFF	224,347.39	240,300	15,952.61	240,300	15,952.61
1,040.00	750	(290.00)	17209	PAYROLL PROCESSING FEES	7,280.00	9,000	1,720.00	9,000	1,720.00
(2,563.63)	0	2,563.63	19126	DELINQUENCY MONITORING	(15,744.15)	0	15,744.15	0	15,744.15
491.08	100	(391.08)	19132	OPERATING CONTINGENCY	3,036.53	1,200	(1,836.53)	1,200	(1,836.53)
738.80	0	(738.80)	19143	LEGAL-COLLECTIONS	4,245.87	0	(4,245.87)	0	(4,245.87)
0.00	300	300.00	19172	ACCOUNTING REIMBURSABLES	4,281.35	3,600	(681.35)	3,600	(681.35)
(907.80)	0	907.80	19174	AMS COLLECTION EXPENSE	232.64	0	(232.64)	0	(232.64)
0.00	70	70.00	19178	PROPERTY TAX	898.69	840	(58.69)	840	(58.69)
6,882.71	8,000	1,117.29	19247	PAYROLL TAXES & BENEFITS	109,519.44	96,000	(13,519.44)	96,000	(13,519.44)
231.46	120	(111.46)	19295	ON-SITE OFFICE SUPPLIES	3,289.16	1,440	(1,849.16)	1,440	(1,849.16)
482.25	435	(47.25)	19382	COPIER LEASE	7,168.88	5,220	(1,948.88)	5,220	(1,948.88)
0.00	50	50.00	19442	CLAC CONTRIBUTION	0.00	600	600.00	600	600.00
33,504.29	42,613	9,108.71		TOTAL MANAGEMENT/ON-SITE ADMIN E	585,460.16	511,356	(74,104.16)	511,356	(74,104.16)
				INSURANCE					
16,221.33	11,333	(4,888.33)	19107	INSURANCE	147,186.39	135,996	(11,190.39)	135,996	(11,190.39)
(22,167.00)	31,467	53,634.00	DC19307	FLOOD INSURANCE	323,970.00	377,604	53,634.00	377,604	53,634.00
(5,945.67)	42,800	48,745.67		TOTAL INSURANCE	471,156.39	513,600	42,443.61	513,600	42,443.61
95,131.05	154,038	58,906.95		TOTAL OPERATING EXPENSES	1,935,355.39	1,848,456	(86,899.39)	1,848,456	(86,899.39)
79,211.70	0	79,211.70		NET INCOME/(LOSS)	(255,992.94)	0	(255,992.94)	0	255,992.94

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	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
REVENUE													
14000 HOMEOWNER ASSESSMENT REVENUE	364641	317190	341554	324699	353293	343085	322812	366647	312932	323292	332939	348217	4051301
14087 EASEMENT AGREEMENT	5477	0	5653	0	5829	0	0	7347	0	-1469	0	5874	28710
14101 INTEREST ON PAST DUE ASSESMEN	294	185	109	64	594	329	156	804	18	277	70	1633	4533
14110 KEY REVENUE	0	60	70	40	10	135	105	125	10	60	95	50	760
14113 CLUBHOUSE RENTAL	1335	505	825	0	475	0	985	660	0	0	890	865	6540
14116 CC&R VIOLATIONS/FINES	0	0	0	0	0	0	0	0	0	0	0	1744	1744
14122 INSURANCE REIMBURSEMENT	0	0	0	0	14536	1309	1046	450	225	450	0	225	18240
14132 MISCELLANEOUS REVENUE	0	65	0	0	705	-451	0	-455	1162	-572	0	626	1080
14162 OPERATING INTEREST REVENUE	207	193	218	213	258	0	484	261	245	271	256	248	2853
14163 RESERVE INTEREST REVENUE	37845	121257	51846	22838	37749	37186	41353	25685	18485	13701	72731	43605	524280
14221 FACILITY RENTAL FEE	0	0	0	0	-600	0	0	0	0	0	0	0	-600
14229 RENTAL FEES	0	0	0	0	750	0	0	0	0	0	0	0	750
14234 LEGAL REIMBURSEMENTS	0	0	0	0	0	0	0	0	0	0	0	2523	2523
14357 RESERVE CONTRIBUTION	202708	0	0	0	0	528448	0	0	0	0	0	0	731156
TOTAL REVENUE	612507	439455	400274	347853	413598	910040	366941	401524	333077	336010	406980	405610	5373870
RESERVE CONTRIBUTION													
19572 GYM/WORKOUT FACILITIES RESERVE	0	275	275	275	275	275	275	0	550	413	413	275	3300
19660 PAINTING-INTERIOR RES	0	184	184	184	184	184	184	0	368	276	276	184	2208
19714 CONCRETE REPAIR RESERVE	0	4097	4097	4097	4097	4097	4097	0	8194	6146	6146	4097	49164
19803 GENERAL RESERVE INTEREST	37845	121257	51846	22838	37749	37186	41353	25685	18485	13701	72731	43605	524280
19820 ROOF RESERVE	0	70521	70521	70521	70521	70521	70521	0	141042	105782	105782	70521	846252
19822 POOL/SPA RESERVE	0	2751	2751	2751	2751	2751	2751	0	5502	4127	4127	2751	33012
19827 FENCING RESERVE	0	4935	4935	4935	4935	4935	4935	0	9870	7403	7403	4935	59220
19833 IRRIGATION RESERVE	0	10477	10477	10477	10477	10477	10477	0	20954	15716	15716	10477	125724
19846 SIGN RESERVE	0	370	370	370	370	370	370	0	740	555	555	370	4440
19878 PAVING RESERVE	0	11628	11628	11628	11628	11628	11628	0	23256	17442	17442	11628	139536
19899 RESERVE STUDY	0	166	166	166	166	166	166	0	332	249	249	166	1992
19901 PRIOR YR FUNDING	187620	0	0	0	0	0	0	0	0	0	0	0	187620
L19833 OUTDOOR EQUIPMENT RSRV	0	5	5	5	5	5	5	0	10	8	8	5	60
L19835 PAINTING EXTERIOR RESERVE	0	13496	13496	13496	13496	13496	13496	0	26992	20244	20244	13496	161952
L19836 STRUCTURAL REPAIRS RSRV	1894	41002	41002	41002	41002	567790	41002	0	82004	61503	61503	41002	1020706
N19611 UNDERGROUND UTILITY REPR RSV	550	1395	1395	1395	1395	1395	1395	0	2790	2093	2093	1395	17290
N19691 POLE LIGHT REPR RSV	264	618	618	618	618	2278	618	0	1236	927	927	618	9340
N19717 CLBHOUSE REMODEL INTERIOR RENO	0	3001	3001	3001	3001	3001	3001	0	6002	4502	4502	3001	36012
N19830 MISCELLANEOUS RSV	0	434	434	434	434	434	434	0	868	651	651	434	5208
N19974 COMMON TENNIS CRT RSV	0	1312	1312	1312	1312	1312	1312	0	2624	1968	1968	1312	15744
N19975 GROUNDS RSV	100000	10477	10477	10477	10477	10477	10477	0	20954	15716	15716	10477	225724
N19982 TREE REM/ ANNL MAINT RSV	100000	10477	10477	10477	10477	10477	10477	0	20954	15716	15716	10477	225724
TOTAL RESERVE CONTRIBUTION	428172	308878	239467	210459	225370	753255	228974	25685	393727	295133	354162	231226	3694507

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Irvine CA 92618

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
AVAILABLE OPERATING REVENUE	184334	130577	160807	137394	188228	156785	137967	375840	-60650	40878	52818	174384	1679362
OPERATING EXPENSES													
UTILITIES													
15101 ELECTRICITY	3238	3867	3243	3241	2814	2815	3254	3790	6309	1289	4034	3422	41316
15102 GAS	2890	3368	3770	2262	1016	1332	1209	335	509	1679	2941	2697	24008
15103 REFUSE COLLECTION	902	913	912	893	951	2724	111	64	85	90	95	486	8227
15105 TELEPHONE EXPENSE	264	260	260	164	164	164	164	164	164	164	164	164	2262
15106 WATER	5271	4281	5262	4260	5398	5267	4291	5382	965	8038	5424	4875	58713
15155 INTERNET EXPENSE	566	577	582	582	596	596	626	627	599	627	627	627	7231
TOTAL UTILITIES	13132	13265	14028	11403	10940	12898	9655	10361	8632	11886	13286	12270	141756
LAND MAINTENANCE													
15500 CONTRACT LANDSCAPE SERVICE	45100	45100	45100	45100	45100	55300	45100	45100	45100	45100	45100	45100	551400
15505 SPRINKLER REPAIR	2880	0	0	0	0	0	0	0	0	0	0	0	2880
15511 BACKFLOW DEVICE TEST	0	0	0	0	0	0	0	0	0	7524	0	0	7524
TOTAL LAND MAINTENANCE	47980	45100	45100	45100	45100	55300	45100	45100	45100	52624	45100	45100	561804
COMMON AREA													
16020 CONTRACT POOL/SPA SERVICE	2475	3375	3375	3825	3525	3375	3375	3525	3675	3675	3525	3375	41100
16022 POOL EQUIPMENT REPAIR	0	825	0	0	0	235	0	0	0	0	0	0	1060
16027 POOL INSPECTION	1350	0	0	0	1675	0	0	0	0	0	0	0	3025
18457 PLUMBING REPAIR	2090	0	0	0	0	0	0	0	0	0	625	0	2715
18501 EXPENSES TO BE REIMBURSED	0	0	-354	0	0	0	0	0	0	0	0	0	-354
18524 MATERIAL SUPPLIES	385	583	1528	1101	533	972	1552	677	1263	0	2231	347	11171
18526 PEST CONTROL	1250	950	0	0	0	600	150	350	0	1507	150	0	4957
18531 JANITORIAL SERVICE	2190	2490	2490	0	4980	2490	2490	3290	0	2959	6041	0	29420
18532 JANITORIAL SUPPLIES	343	606	0	0	423	0	0	0	0	0	0	0	1372
18534 FIRE EXTINGUISHER	0	0	0	0	0	0	0	179	0	0	0	0	179
18564 SPECIAL SECURITY	0	0	0	0	-136	0	0	0	0	0	0	0	-136
18579 PATROL SERVICE	459	484	477	363	381	498	551	0	623	545	467	1144	5993
18736 GUTTER & DOWNSPOUT CLEANING	0	4185	4050	1215	185	2430	945	0	0	32456	0	0	45466
18767 REPAIR & MAINTENANCE	515	-1630	2643	582	1141	6104	0	325	1791	4397	6436	5337	27640
18905 KITCHEN SUPPLIES	21	71	148	160	0	109	234	0	169	0	0	0	913
18986 FITNESS CONTRACT	0	95	95	0	0	180	0	0	289	0	0	0	659
TOTAL COMMON AREA	11079	12035	14451	7247	12706	16993	9297	8346	7810	45539	19475	10202	175178
MANAGEMENT/ON-SITE ADMIN EXP													
18001 COMMUNITY WEBSITE	0	300	150	150	438	0	150	150	150	150	150	150	1938

NEPENTHE ASSOCIATION
INCOME STATEMENT FOR 12 MONTHS ENDING
12/31/2023

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
18003 COMMUNITY EVENTS/PROGRAMS	0	427	-1404	106	-320	507	0	72	0	91	0	897	376
19109 CONTRACT MANAGEMENT	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	93600
19010 PENDING P-CARD EXPENSE	0	0	0	0	393	0	-393	0	0	426	-426	0	0
19101 CPA SERVICES	0	0	0	2005	240	0	0	0	0	0	0	0	2245
19104 FEDERAL TAX EXPENSE	0	0	0	0	0	0	44079	0	0	0	0	0	44079
19105 FRANCHISE TAX BOARD	0	0	0	0	0	0	17679	0	0	0	0	0	17679
19106 TAXES & LICENSES	0	0	0	602	0	0	0	0	0	0	1260	0	1862
19108 GENERAL COUNSEL SERVICE	0	6518	1806	0	0	0	0	14796	1665	495	2981	3264	31524
19111 MANAGEMENT REIMBURSABLE	4070	3960	3620	925	6312	3610	3610	3610	925	3610	6294	925	41469
19112 POSTAGE, ON-SITE	0	50	0	39	0	0	0	0	86	0	40	0	214
19117 DUES & PUBLICATIONS	0	1179	0	320	0	0	0	0	0	0	0	0	1499
19119 BANK FEES	35	35	35	35	35	35	35	35	35	35	35	35	420
19124 ON-SITE STAFF	20394	17006	22830	25504	17384	8179	17237	26663	26017	7269	21827	14038	224347
17209 PAYROLL PROCESSING FEES	520	520	520	520	520	520	520	520	520	1040	520	1040	7280
19126 DELINQUENCY MONITORING	-1710	-883	-1185	-541	-2138	-1584	-1129	-1651	-346	-1041	-974	-2564	-15744
19132 OPERATING CONTINGENCY	0	0	0	0	0	2545	0	0	0	0	0	491	3037
19143 LEGAL-COLLECTIONS	0	0	0	0	0	0	-321	197	4142	0	-512	739	4246
19172 ACCOUNTING REIMBURSABLES	659	428	411	0	713	375	359	326	0	340	671	0	4281
19174 AMS COLLECTION EXPENSE	925	-232	1398	295	172	-735	170	-923	0	-423	493	-908	233
19178 PROPERTY TAX	0	0	0	0	0	0	0	114	0	0	785	0	899
19247 PAYROLL TAXES & BENEFITS	10604	8372	10736	11475	8667	4444	8926	13508	11684	3859	10361	6883	109519
19295 ON-SITE OFFICE SUPPLIES	141	116	31	1	255	886	607	26	262	127	605	231	3289
19382 COPIER LEASE	920	955	477	0	0	0	278	482	1064	0	2511	482	7169
TOTAL MANAGEMENT/ON-SITE ADM	44359	46548	47224	49236	40472	26582	99609	65725	54004	23777	54420	33504	585460
INSURANCE													
19107 INSURANCE	11370	11370	11370	11370	11370	11370	11370	11370	0	32443	7559	16221	147186
DC1930 FLOOD INSURANCE	26906	27000	27000	27000	49429	31467	31467	31467	31467	31467	31467	-22167	323970
TOTAL INSURANCE	38276	38370	38370	38370	60799	42837	42837	42837	31467	63910	39026	-5946	471156
TOTAL OPERATING EXPENSES	154825	155318	159175	151356	170017	154611	206498	172369	147013	197735	171306	95131	1935355
<i>NET INCOME/(LOSS)</i>	<i>29509</i>	<i>-24741</i>	<i>1633</i>	<i>-13962</i>	<i>18211</i>	<i>2216</i>	<i>-68531</i>	<i>203470</i>	<i>-207663</i>	<i>-156858</i>	<i>-118489</i>	<i>79212</i>	<i>-255993</i>

Open Session Resolution_Lien 2487-02.pdf

Please email signed resolutions to AR within 5 days of your board meeting

NEPENTHE ASSOCIATION

January 12, 2024

WHEREAS, Section 5673 of the California Civil Code requires that, the decision to record a lien for delinquent assessments shall be made only by the Board of Directors of the association and may not be delegated to an agent of the association; and

WHEREAS, Section 5660 of the California Civil Code requires that a warning letter be sent by certified mail to the owner of record at least 30 days prior to recording a lien; and

WHEREAS, the Association has sent this letter and the 30 days has or will soon expire; and

WHEREAS, as of the date of this report payment has not been received to pay the delinquent assessment amount on the properties listed below

NOW THEREFORE BE IT RESOLVED that the Board of Directors approves by a majority vote of the board members present at a duly called open meeting for FirstService Residential to record a lien on the separate interests/accounts listed below on behalf of the association and to mail a copy of the recorded lien to all known owners and addresses once the 30 days has elapsed from the mailing of the warning letter and no payment has been received.

Date	Account No.	Total Amt Due	Approved	Denied	Comment
1/12/24	2487-02	\$5,144.78			

Deferred Items from prior meeting

Date	Account No.	Total Amt Due	Approved	Denied	Comment

Any two (2) Board members must sign:

By: _____ Date: _____

By: _____ Date: _____

Please email signed resolutions to AR within 5 days of your board meeting